

## Investigation outcomes

### Substantiated

There is sufficient evidence to prove the allegation.

### Unsubstantiated

There is insufficient evidence to either prove or disprove the allegation. The term, therefore, does not imply guilt or innocence.

### Unfounded

To reflect cases where there is no evidence or proper basis which supports the allegation being made.

### Malicious

There is sufficient evidence to disprove the allegation and there has been a deliberate act to deceive.

### False

There is sufficient evidence to disprove the allegation.

## Employers

If you employ or manage staff or volunteers who work with children you must:

- Let children and their families know how they can raise a concern that a worker in the service may have harmed a child;
- Let workers in the service know that they have a responsibility to raise a concern if they think a colleague has harmed a child;
- Have a procedure and an appointed person for responding to concerns that a worker has harmed a child.

If you are the person in your organisation who is responsible for responding to that concern, you must consult with the Local Authority Designated Officer (LADO) within 24 hours.

See additional guidance on the LADO webpage:  
[eastsussex.gov.uk/LADO](https://eastsussex.gov.uk/LADO)



East Sussex  
Safeguarding  
Children  
Partnership



# Raising safeguarding concerns about individuals who work with children

**A Guide for  
Employers**  
September 2020

The majority of people who work with children act professionally and provide a safe and supportive environment. However, the behaviour of adults who work or volunteer with children can result in allegations of harm being made against them.

It is never acceptable for an adult in a position of trust to harm a child and allegations or concerns regarding the behaviour of staff are always taken seriously.

## Employers information

### The Local Authority Designated Officer (LADO)

Every Local Authority has a statutory responsibility to have a Local Authority Designated Officer (LADO) who is responsible for co-ordinating the response if an allegation is made against staff or volunteers who work with children. The majority of allegations against staff or volunteers relate to their behaviour in the workplace. However some concerns may relate to their personal life or the care of their own children. In some cases there may have been an allegation of abuse against someone closely associated to them and this person may pose a risk of harm to children the staff or volunteer is responsible for.

In East Sussex we work to the [Pan Sussex Child Protection Procedures](#), Working Together to Safeguard Children and Keeping Children Safe in Education, which sets out the duties of the LADO.

If you are worried that a worker has:

- Behaved in a way that has, or may have, harmed a child;
- Possibly committed a criminal offence against or in relation to a child;
- Behaved towards a child or children in a way that indicates they may pose a risk of harm to children.

### The LADO's key role is to:

- Provide independent advice/guidance to employers or voluntary organisations;
- Liaise with police and other agencies including Ofsted and professional bodies such as the General Medical Council and the Teaching Regulation Agency;
- Monitor the progress of referrals to ensure they are dealt with as quickly and consistently as possible with a thorough and fair process;
- Multi-agency liaison regarding any enquiries;
- Collect strategic data and maintain a confidential database in relation to allegations;
- Disseminate learning from LADO enquiries throughout the children's workforce;
- To monitor the progress of an investigation until it has concluded;
- Chair or participate in strategy meetings and follow up investigations which might be led by the employer, police and social care;
- Liaison with other Local Authority LADOs where there are cross boundary concerns.

### What will the LADO advise you when you refer an allegation?

- Next steps (i.e. referral to children's social care, police or an internal investigation);
- How to manage talking about the concerns with the person who may have harmed the child;
- How to inform child's parents/carers;
- Their view regarding safeguarding measures, such as suspension, (although the final decision rests with the employer);
- What they expect of you and other agencies involved.