



Local Authority Designated Officer (LADO) service Professionals Practice briefing

Role of the LADO

- Providing advice and guidance to employers and voluntary organisations.
- The management and oversight of allegations against staff and volunteers who work with children.
- Liaising with the police and other agencies.
- Monitoring the progress of cases to ensure they are dealt with as quickly as possible and that the processes followed are fair and consistent.

Actions when you have a concern

- Report it to the Designated Safeguarding Lead within your organisation as soon as possible, however trivial it may seem;
- Make a signed and dated written record of your concerns, observations or the information you have received to pass on to the Designated Senior Manager;
- Maintain confidentiality while an allegation is being considered or investigated and follow local information sharing protocols

Contacting the LADO service - consultation & referrals

Hounslow has two LADOs:
Sarah Paltenghi & Grace Murphy

New referrals / all new enquiries to the LADO should be made through the Safeguarding Advice and Allegations Management (SAAM) duty system:

Call: 0208 583 5730

Email: lado@hounslow.gov.uk

For all LADO referrals please complete this form and email to lado@hounslow.gov.uk

LADO Referrals

A referral should always be made to the LADO if there is an allegation or concern that a person who works with children has:

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

Professionals

The term "professional" in this context includes paid employees, volunteers, casual/agency staff and self-employed workers who will have contact with children as a part of their role.

The London Child Protection Procedure (Part A) and Practice Guidance (Part B) are fully adopted by Hounslow Safeguarding Children Partnership and its partner agencies

You should not...

- attempt to deal with the situation yourself;
- make assumptions, offer alternative explanations or diminish the seriousness of the behaviour or alleged incidents;
- keep the information to yourself or promise confidentiality;
- take any action that might undermine any future investigation or disciplinary procedure, such as interviewing the alleged victim or potential witnesses, or informing the alleged perpetrator or parents or carers

Additional Information

For more detailed information and links to the referral form:

<https://www.hscb.org.uk/professionals/allegations-against-professionals/>