

# MANAGING ALLEGATIONS

DATE OF REVIEW: Autumn 2024

DATE OF NEXT REVIEW: Spring 2026

TO BE REVIEWED BY:  
Resources Committee



*“The governing body of a maintained school shall make arrangements for ensuring that their functions relating to the conduct of the school are exercised with a view to safeguarding and promoting the welfare of children who are pupils at the school.”*

Section 175 (2) Education Act 2002

The Governors of Hatherleigh Community Primary School recognise their collective responsibility to safeguard and protect the welfare of children and young people in accordance with its statutory responsibility under Section 175 of the Education Act 2002 and where appropriate under the Children Acts.

## Responsibility of the Governors

**The Governors** will manage all allegations against staff and/or volunteers in accordance with the agreed South West Child Protection Procedures ([www.swcpp.org.uk](http://www.swcpp.org.uk)). A nominated ‘Designated Person’ will liaise with the Local Authority’s Designated Officer for Child Protection (the LADO) on all matters of concern which meet any of the following criteria:-

It appears that the person has:

- Behaved in a way that has harmed a child, or may have harmed a child, or,
- Possibility committed a criminal offence against or related to a child, or,
- Behaved in an inappropriate way towards a child which may indicate that he or she is unsuitable to work with children.

In addition, these procedures will be used:-

- Where an allegation might indicate a person would pose a risk of harm if they continue to work in regular or close contact with children in their present position of in any capacity, or
- if there are concerns about the person’s behaviour towards their own children, or
- children unrelated to their employment or voluntary work, and there has been a recommendation from a strategy discussion that consideration should be given to the risk posed to children they work with, or,
- when an allegation is made about abuse that took place some time ago and the accused person may still be working or having contact with children.

**The School** will not attempt to manage allegations or concerns which meet any of the above criteria, through other mechanisms such as the School Complaints Procedure or Disciplinary Procedures, unless written agreement to do so has been confirmed by the Local Authority Designated Officer for Child Protection.

1. Any allegation of abuse made against a member of staff or a volunteer must be dealt with quickly and in a fair and consistent way that provides effective protection for the child and, at the same time, supports the person who is the subject of the allegations.
2. In the first instance the Headteacher (or Chairman of Governors if the allegation has been made against the Headteacher) should immediately discuss the allegation with the LADO.

3. Every effort should be made to maintain confidentiality and guard against unwanted publicity. (2011 Education Act introduced reporting restrictions preventing the publication of any material that may lead to the identification of a teacher who has been accused by, or on behalf of, a pupil from the same school where the identification would identify the teacher as the subject of the allegation).

**The School** will provide the Local Authority Designated Officer for Child Protection, the Police and Children and Young People's Service with any personal data/information about staff members, governors, children or parents which the said organisation(s) deem relevant to child protection enquires.

**Representatives from the School** will attend all strategy meetings organised to discuss allegations made against staff and/or volunteers and will provide the meeting with any necessary reports as required.

### **Collective Responsibility of the Governing Board**

The Governing Board will appoint a nominated governor with responsibility for Child Protection who will monitor and review arrangements within the school for the delivery of Child Protection and in particular arrangements are in place for managing allegations against staff and volunteers.

**The nominated governor with responsibility for child protection is the Chairman of Governors.**

Specific duties of the nominated Governor are to ensure:

- There is an standing item at the full governor's meeting to discuss child protection procedures, training and the number of incidents (without any reference to names/details).
- They act as a point of contact for the local authority, if the Headteacher is the subject of a child protection complaint or investigation.

The governing board will ensure that all members of staff and volunteers receive a copy of the **DfE guidance document entitled "Keeping children safe in education"** and the date it is issued is **recorded on staff personal files or volunteer records.**

The Governing Board will ensure that the school operates an incident recording system whereby staff and/or volunteers record unusual incidents, issues or actions involving adults and children/young people which they feel may possibly be misconstrued at a later date. All concerns are to be logged in the child's 'chronology'. The school will ensure that any such issues, incidents or actions which are of immediate concern in accordance with child protection or other school procedures, will be actioned in accordance with agreed arrangements and protocols.

### **Review of Policy**

This policy will be reviewed on an annual basis.

Linked Documents:

Child Protection and Safeguarding Policy  
Keeping Children Safe in Education