

# Local Authority Designated Officer

for managing allegations against those who work with children (LADO)



## What is it?

**The Local Authority Designated Officer (LADO) is the person who should be notified when it has been alleged 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 she or he may pose a risk of harm to children

## Why do we have it?

The LADO is responsible for providing advice, information and guidance to employers around allegations and concerns regarding both paid and unpaid workers:

- Managing and overseeing individual cases from all agencies
- Ensuring there is a consistent, fair and thorough process for all adults working with children against whom allegations are made
- Managing the process of cases to ensure they are dealt with as quickly as possible

## What does the law say about it?

Legislation and guidance from government sets out the processes to be followed by agencies when responding to allegations against adults who work with children and young people: Working Together 2015, Keeping Children Safe in Education 2015 and BSCB's Procedures for Managing Allegations against People who work with Children 2016. All allegations that meet the allegation criteria must be reported to the Local Authority Designated Officer (LADO) within one working day.

## What do we have in Bolton?

All those involved in the management of allegations should be familiar with the Bolton local protocol, the 'first five minutes process' and should inform their line manager, at the earliest opportunity, when a concern arises which appears to meet that criteria. The LADO should then be informed within one working day of all allegations that come to an employer's attention.

## What should practitioners do?

Any practitioner can seek advice from or refer to LADO directly; however it is often also useful to inform your line manager that you are raising an allegation.

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Any urgent child protection concerns should be discussed directly with the Referral and Assessment Duty Team (based within the Multi-Agency Screening and Safeguarding Service - **01204 331500** or if out of normal working hours contact the Emergency Duty team on **01204 337777**.

## Key contacts and for more information...

Local Authority Designated Officer Bolton Safeguarding Children Board  
Tel: **01204 337474**

Please ring first to discuss allegations or concerns before sending any information by email.

Bolton's local Managing Allegations procedure, leaflets and other useful information relating to managing allegations can be found at

[www.boltonsafeguardingchildren.org.uk](http://www.boltonsafeguardingchildren.org.uk)

Tel: **01204 337479**

Email: [boltonsafeguardingchildren@bolton.gov.uk](mailto:boltonsafeguardingchildren@bolton.gov.uk)

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**Bolton Council**