

## What is a LADO (Local Authority Designated Officer)?

The role of the LADO is set out in HM government guidance Working Together to Safeguard Children.

The guidance outlines procedures for managing allegations against people who work with children and young people in any capacity, whether paid, unpaid, volunteers, casual, agency or anyone self-employed.

The LADO is responsible for:

- \* Providing advice, information and guidance to employers and voluntary organisations around allegations and concerns regarding paid and unpaid workers and recommending a referral as appropriate.
- \* Recommending a referral and chairing a LADO Managing Allegations Meeting in cases where the allegation requires investigation by police and/or Managing and overseeing individual cases from all partner agencies.
- \* Ensuring the child's voice is heard and that they are safeguarded.
- \* Ensuring there is a consistent, fair and thorough process for all people working with children and young people against whom an allegation is made.
- \* Monitoring the progress of cases to ensure they are dealt with as quickly as possible.

The LADO must be contacted within one working day in respect of all cases in which it is 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 they may pose a risk of harm to children; or
- \* Behaved or may have behaved in a way that indicates they may not be suitable to work with children.

There may be up to three strands in the consideration of an allegation:

- \* a police investigation of a possible criminal offence;
- \* enquiries and assessment by children's social care about whether a child is in need of protection or in need of services; and
- \* consideration by an employer of disciplinary action in respect of the individual.

The LADO is involved from the initial phase of the allegation through to the conclusion of the case. They are NOT the investigators

## Definitions of the outcomes of investigations

The following definitions should be used when determining the outcome of allegation investigations:

- **Substantiated:** there is sufficient evidence to prove the allegation;
- **Malicious:** there is sufficient evidence to disprove the allegation and there has been a deliberate act to deceive or cause harm to the person subject of the allegation;
- **False:** there is sufficient evidence to disprove the allegation;
- **Unsubstantiated:** there is insufficient evidence to either prove or disprove the allegation. The term, therefore, does not imply guilt or innocence; or,
- **Unfounded:** to reflect cases where there is no evidence or proper basis which supports the allegation being made.

## If you have feedback or need to make a complaint

Go to [www.milton-keynes.gov.uk](http://www.milton-keynes.gov.uk) and click on Report It, then click on Comment, compliment or complain, click Compliments and complaints and go down to How can I tell you about my complaint, comment and compliment? You will see an option to fill in the on-line form or you can call **01908 253817**.

## Data protection

We collect and use your personal information so that we can provide social care services under Children's Act 2004. If you want to know more about how we use this information and your other data rights, you can look at our website:

[www.milton-keynes.gov.uk/privacy](http://www.milton-keynes.gov.uk/privacy)

## MK Together Procedures 2.6 Allegations Against Staff, Carers & Volunteers

LADO information and Notification form:

[Concern about a person working or volunteering with children | Milton Keynes Council \(milton-keynes.gov.uk\)](#)

If you have a serious safeguarding concern about a child urgently contact the Multi Agency Safeguarding Hub (MASH)

## Further information:

### Multi-Agency Safeguarding Hub (MASH)

Mon-Thur: 9.00am-5.00pm  
and Fri 9.00am-4.30pm

Telephone: 01908 253169 or 01908 253170

### Out-of-Hours contact Emergency SW Team

Monday to Thur: 5.00pm – 9.00am the following day,  
Fri: 4.30pm and then available all weekend.  
[Telephone 01908 265545]

### LADO

Mon - Thurs: 9am - 5pm

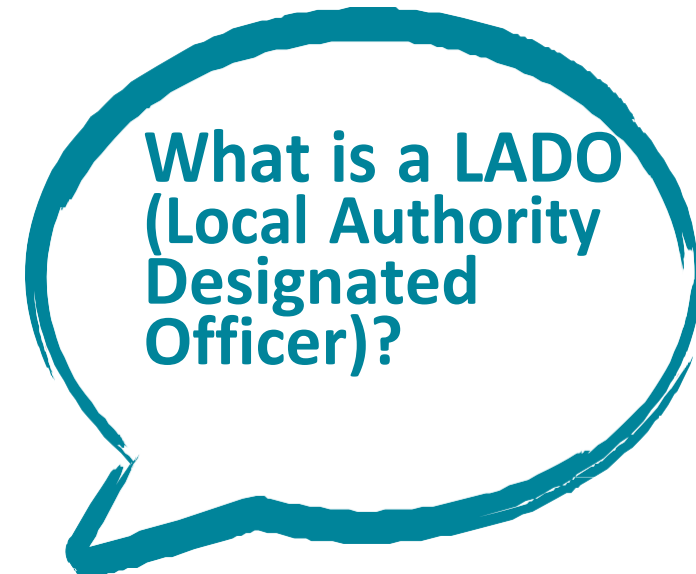
Fri: 9.00am- 4.30pm

Tel: **01908 254307**

[lado@milton-keynes.gov.uk](mailto:lado@milton-keynes.gov.uk)

Milton Keynes Council  
Civic, 1 Saxon Gate East  
Central Milton Keynes  
MK9 3EJ

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Understanding the role of the LADO

Tel: **01908 254307**

