

Handling allegations and whistleblowing



Allegations about a member of staff

If a young person, parent or member of the public makes an allegation about a member of staff (employee or volunteer), the Managing Director (MD) must be informed immediately. The MD must carry out an urgent initial consideration in order to establish whether there is substance to the allegation. The MD should not carry out the investigation themselves or interview students.

The MD should exercise and be accountable for their professional judgement on the action to be taken as follows:

- If the actions of the member of staff, and the consequences of the actions, raise credible Child Protection concerns the MD will notify the Somerset Designated Officer (LADO), following the allegations management advice provided by Somerset Safeguarding Children Partnership: <https://sscb.safeguardingsomerset.org.uk/working-with-children/allegations-management/> The LADO will then liaise with the Board of Directors, advise about action to be taken, and may initiate internal referrals within Somerset Social Care to address the needs of children likely to have been affected.
- If the actions of the member of staff, and the consequences of the actions, do not raise credible Child Protection concerns, but do raise other issues in relation to the conduct of the member of staff or the student, these should be addressed through the organisation's own internal procedures.
- If the MD decides that the allegation is without foundation and no further formal action is necessary, all those involved should be informed of this conclusion, and the reasons for the decision should be recorded on the child safeguarding file.

Allegations about the Managing Director

Where an allegation has been made against the MD, one of the other Directors takes on the role of liaising with the LADO in determining the appropriate way forward.

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Contacting a Director

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