

7 Reflection/Team Discussion

- Do ALL staff know who they should raise concerns with?
- Are all policies and protocols consistent with Government guidance and best practice? How do we know?
- Is there a culture of openness and transparency?
- Are people familiar with statutory guidance?
- Do staff know how and when to make a referral to the LADO?
- Do people know where to get advice from?

1 What is the LADO?

The Local Authority Designated Officer or LADO is the person who should be notified when it has been alleged that somebody working with children, either a professional or volunteer, 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 that they may pose a risk of harm to children; or
- Behaved or may have behaved in a way that indicated they may not be suitable to work with children

2 What would they do?

They have oversight of allegations about practitioners and will decide if the allegation meets the threshold. They will also provide advice, information and guidance to employers and voluntary organisations around allegations and concerns regarding paid and unpaid workers. They will also ensure the child's voice is heard and that they are safeguarded and that there is a consistent, fair and thorough process for all adults working with children and young people against whom an allegation is made.

6 Further Information

You can find further information about the LADO role on the Nottingham City Safeguarding Children Partnership website here [Local Authority Designated Officer - Nottingham City Council](#)

The responsibilities of the local authority in relation to the LADO role are outlined on page 60 of [Working Together 2018](#)

There's also additional information from the national LADO network here [The role of the LADO \(Local Authority Designated Officer\) - national-lado-network.co.uk](#)



3 What happens once a referral is received?

An email would be sent to the LADO email inbox and from this the potential referrer would be asked to complete and submit a LADO referral form. The LADO will review the referral and decide if it meets the threshold for LADO within one working day of the LADO referral being received. The LADO will respond to the referrer with next steps if the threshold is met or let them know that the threshold has not been met but may advise adopting internal processes where appropriate.

5 Key Contacts

All agencies have a Named Senior Officer responsible for allegations and information should go to them in the first instance before a referral is made to the LADO.

The LADO for Nottingham City Council is Caroline Hose and you can contact Caroline through this email address LADO@nottinghamcity.gov.uk

4 Oversight and Timescales

The LADO will also monitoring the progress of cases to ensure they are dealt with as quickly as possible. They will meet with other professionals to gather information and discuss what has been gathered so far. They will also authorise all of the information gathered and hold meetings to discuss cases that they are gathering information on. If thresholds are met the meetings held and the timelines will depend on the complexity of the case. Most referrals that meet threshold should be concluded within two months unless the case is extremely complex.



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