LADO

**Safeguarding Young People when concerned**

**about a member of staff**

Local Authority Designated Officer

(Allegations Management)

REFERRAL PROCESS

**Does the concern/allegation directly involve a child or has a child made an allegation against an adult?**

**Yes**

**No** (historic allegation of abuse against a child who is now an adult)

Contact CAAS

[child.child@westberks.gcsx.gov.uk](mailto:child.child@westberks.gcsx.gov.uk)

01635 503190

**CAAS will refer to allocated Social Worker and email the LADO**

Social Work team to:

* Complete any immediate safeguarding actions
* Notify the LADO

**No**

Advice / recommendations given formally in outcome letter sent to designated safeguarding lead by **CAAS** and **LADO**

Strategy meeting arranged,

actions identified,

actions reviewed,

outcome recorded and formal outcome letter provided by **LADO**

**Referral to be progressed by CAAS:**

* CAAS will advise on immediate safeguarding requirements
* Notify the LADO

Refer directly to:

[lado.lado@westberks.gcsx.gov.uk](mailto:lado.lado@westberks.gcsx.gov.uk)

01635 503153

**Is the threshold for significant**

**harm met?**

**No**

**Yes**

**Yes**

**Does the child have an allocated social worker?**