



**STATEMENT OF
PROCEDURES FOR
DEALING WITH
ALLEGATIONS OF ABUSE
AGAINST STAFF
NEWBURY SCHOOL**



Legislation

Keeping Children Safe in Education 2020

1. Introduction

- 1.1 Schools have clear responsibilities for dealing with allegations of abuse of children made against their staff, whether those staff are paid or unpaid.

It is about managing cases of allegations that might indicate that a person is unsuitable to continue to work with children in their present position, or in any capacity. It will be used in respect of all cases where it is alleged that an employee or volunteer, or a person with permission to be on the premises or carrying out any activity on behalf of Newbury School 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 he or she would pose a risk of harm if they work regularly or closely with children.

This will include allegations involving any type of abuse or neglect, including inappropriate relationships with pupils, grooming behaviour of any kind, possession of indecent photographs or images of children and other offences under the Sexual Offences Act 2003.

Any allegation of abuse will be dealt with as quickly as possible, in a fair, consistent and thorough way that provides effective protection for the child or children and at the same time deals fairly with the person who is the subject of the allegation.

- 1.2 The guidance entitled 'Keeping children safe in education 2020' applies under Section 175 of the Education Act 2002 and the Independent School Standards (England) Regulations 2014. Schools must have regard to it when carrying out their duties to safeguard and promote the welfare of children. It should be read in conjunction with 'Working together to safeguard children 2015'.

In addition procedural guidance is outlined in [Allegations against Staff and Volunteers](#) in the West Midlands Child Protection procedures.

2. Procedure for handling allegations of abuse

- 2.1 Procedure for handling allegations of abuse is found within this procedure, and also Newbury schools disciplinary, conduct and grievance procedure and Safeguarding and Child protection procedure.

3. The Local Authority Designated Officer for Child Protection



- 3.1 The Local Authority Designated Officer (LADO) plays a key role in the process of dealing with allegations of abuse against staff.

The LADO for Birmingham schools can be contacted on 0121 675 1669.

4. Communicating the Procedures

- 4.1 All members of the Leadership Team and the designated safeguarding lead with responsibility for child protection have a responsibility to ensure that all staff know about and understand the reporting of allegations.
- 4.2 All members of the Leadership Team and the designated safeguarding lead have a responsibility to be familiar with the Statutory Guidance in its entirety.

5. Immediately Reporting an Allegation

- 5.1 Everyone who comes into contact with children and their families has a role to play in safeguarding children. If you have a concern that a person (as described in paragraph 1.1 above) may have behaved inappropriately or you have received information that may constitute an allegation **you must:**

- Report the facts to the DSL as soon as possible. All concerns will be listened to and managed appropriately; do not withhold information however trivial it may seem.
- In the absence of the DSL you must report the matter to the deputy DSL available who will carry out the duties in his/her absence. If the allegation concerns the Headteacher then the matter must be reported to the Chair of Governors.
- Make a signed and dated written record of your concerns, observations or the information you have received and give it to the DSL straight away.
- Maintain strict confidentiality.

5.2 **You must not:**

- Attempt to deal with the situation yourself.
- Make assumptions, offer alternative explanations or diminish or embellish the seriousness of the behaviour or alleged incidents.
- Keep the information to yourself or promise confidentiality.



- Take any action that might undermine any investigation or disciplinary procedure, such as disclosing confidential information, interviewing the alleged victim or potential witnesses, or informing the alleged perpetrator or parents/carers.

6. Duties and Responsibilities of the Headteacher

- 6.1 The duties and responsibilities of the Headteacher are as described in Keeping children safe in education September 2020 Part four: Allegations of abuse against teachers and other staff.
- 6.2 The contact details for the Designated Safeguarding Lead are: Kate Beglin or, if Kate is unavailable, Antonique Walters or Matthew Parnell.

This policy has been written & authorised by:

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NEXT REVIEW DATE	APRIL 2022
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