

**Connect Academy Trust**

# **Managing Allegations Against Staff & Volunteers Policy**



**September 2016**

For Review and Approval by the Board of Connect Academy Trust,  
October 2016

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# Managing Allegations Against Staff and Volunteers

## 1. Introduction

*The Board of Trustees of an Academy school shall make arrangements for ensuring that their functions relating to the conduct of the school are exercised with a view to safeguarding and promoting the welfare of children who are pupils at the school.*

The Board of Trustees of Connect Academy Trust recognises its collective responsibility to safeguard and protect the welfare of children and young people in accordance with its statutory responsibility under Section 175 of the Education Act 2002 and where appropriate under the Children's Acts.

## 2. Responsibility of the Trust

The Trust will manage all allegations against staff and/or volunteers in accordance with the agreed South West Child Protection Procedures ([www.swcpp.org.uk](http://www.swcpp.org.uk)) and has a nominated 'Designation Person' who will liaise with the Local Authority Designated Officer (LADO) on all matters of concern which meet any of the following criteria:-

It appears that the person has:-

- behaved in a way that has harmed a child, or may have harmed a child, or
- possibly committed a criminal offence against or related to a child, or
- behaved towards a child in a way that indicated he or she would pose a risk of harm if they work regularly or closely with children.

In addition, these procedures will be used:-

- if there are concerns about the person's behaviour towards their own children, or children unrelated to their employment or voluntary work, and there has been a recommendation from a strategy discussion that consideration should be given to the risk posed to children they work with, or
- when an allegation is made about abuse that took place some time ago and the accused person may still be working or having contact with children.

The Trust will not attempt to manage allegations or concerns which meet any of the above criteria through other mechanisms such as the Complaints Procedure or Disciplinary Procedures, unless written agreement to do so has been confirmed by the Local Authority Designated Officer (LADO).

The Trust will provide the Local Authority Designated Officer (LADO), the Police and Children's Social Care with any personal data/information about staff members, Trustees, Local Governing Bodies, children or parents which the said organisation(s) deem relevant to child protection enquiries. The Trust will attend all strategy meetings organised to discuss allegations made against staff and/or volunteers and will provide the meeting with any necessary reports as required.

### 3. **Collective Responsibility of the Board of Trustees**

The Board of Trustees will appoint a nominated Trustee with responsibility for Child Protection who will monitor and review arrangements within the Trust for the delivery of Child Protection and in particular arrangements are in place for managing allegations against staff and volunteers.

The nominated Trustee with responsibility for Child Protection will have a number of specific duties (full details available from [governor.development@plymouth.gov.uk](mailto:governor.development@plymouth.gov.uk)) and in particular will ensure that there is an annual agenda item at a Board of Trustees meeting to discuss child protection issues and procedures, including training and the number of incidents (without any reference to names/details etc).

The Board of Trustees will ensure that the Trust operates an incident recording system whereby staff and/or volunteers record unusual incidents, issues or actions involving adults and children/young people which they feel may possibly be misconstrued at a later date. The Trust will ensure that any such issues, incidents or actions which are of immediate concern in accordance with the child protection or other Trust procedures, will be actioned in accordance with the agreed arrangements and protocols.

Signed .....  
Chief Executive Officer

Date .....

Signed .....  
Chair of Connect Academy Trust

Date .....