

DEALING WITH ALLEGATIONS POLICY

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Date of Policy	28/06/2024
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Review Cycle	At least annually
Policy Author	Romilly Wakeling

Dealing with allegations

All Dunbar Education agency workers are made aware of the boundaries of appropriate behaviour and conduct. These matters form part of the registration to work through Dunbar Education and are outlined in the Code of Conduct above. Dunbar Education works in accordance with statutory guidance in respect to allegations made against an adult working with children (in a paid or voluntary capacity).

Reporting a concern

Every school will have a process in place for reporting any concerns about a member of staff (or any adult working with children). Any concerns about the conduct of a member of staff must be referred to the Headteacher (or the Deputy Headteacher in their absence). This role is distinct from the designated safeguarding lead as the named person should have sufficient status and authority in the school to manage employment procedures. Staffing matters are confidential, and our partner schools operate within statutory guidance around Data Protection. Where the concern involves the Headteacher, it should be reported direct to the Chair of Governors.

Allegations against you

Where an allegation is received against a Dunbar Education Agency Worker, this will normally be dealt with as if the agency worker is a permanent member of the school's staff. We will ask you to write an objective statement about the incident.

The Headteacher, Safeguarding Lead or the Chair of Governors will inform the duty Local Authority Designated Officer (LADO) in the Children's Workforce Allegations Management Team within 24 hours. However, wherever possible, contact with the LADO will be made immediately as they will then advise on how to proceed and whether the matter requires Police involvement.

The LADO will advise the school on speaking to pupils, parents and HR. The school or Dunbar Education will not carry out any investigation before speaking to the LADO. We will liaise with the school, LADO and any other relevant agencies on your behalf until the outstanding allegation has been investigated and resolved.

Under no circumstances should you contact the school directly during an ongoing investigation.

Consequences

Any behaviour deemed to breach our Safeguarding policy and Code of Conduct may result in a Dunbar Education Agency Worker being removed from our candidate pool temporarily, pending investigation, or permanently depending on the outcome.

Monitoring

This policy will be reviewed annually by Romilly Wakeling, Managing Director of Dunbar Education, with revisions recommended to the Board of Directors. It may also be reviewed in the following circumstances:

- Changes in legislation or government guidance
- In the light of learning identified by a Local Safeguarding Children Board;
- As a result of any other significant change or event

For further information on this policy and procedure, please contact Romilly Wakeling, Managing Director of Dunbar Education. Phone: 0330 335 8038. Email: romilly.wakeling@dunbareducation.com