

Managing Professional Allegations Local Authority Designated Officer (LADO)

'First Steps'



Bolton
Safeguarding
Children

Concern/ Allegation raised

Do not wait to act if the child is at risk of significant harm; contact Police or [Integrated Front Door](#)

Concern/Allegation is passed to your Designated Safeguarding Officer (DSO) or Manager

Try not to question the victim/witness just fully record the initial account and what you observed

Designated Safeguarding Officer or Senior Manager considers if the person who works with children 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 they may pose a risk of harm to children
- behaved or may have behaved in a way that indicates they may not be suitable to work with children

Criteria is thought to be met

Designated Safeguarding Officer or Senior Manager submits a consultation/referral to LADO within **one** working day via the LADO Portal
[Bolton Safeguarding Children LADO webpage](#)

LADO determines LADO threshold **is** met

LADO & Senior Manager/Employer/ DSO agree next steps
(This could include intervention from Social Care and Police)

An Initial Consideration meeting/ Professional Strategy meeting is held

LADO determines LADO threshold **is not** met

LADO provides advice and guidance as appropriate. LADO records this on LADO systems and a No Further Action Outcome letter sent to the referrer.

No further LADO action required