



Alison Beasley: Designated Officer (LADO)

01865 815956 Alison.beasley@oxfordshire.gov.uk

Donna Crozier: Assistant designated Officer

01865 816382 Donna.crozier@oxfordshire.gov.uk

Sandra Pasquet: Assistant Designated Officer

01865 323457 Sandra.pasquet@oxfordshire.gov.uk

Hannah Holland: Assistant Designated Officer

01865 323032 Hannah.holland@oxfordshire.gov.uk

Team contact:

Telephone: 01865 810603

Email: lado.safeguardingchildren@oxfordshire.gov.uk

A referral form for allegations can be found:

<http://schools.oxfordshire.gov.uk/cms/content/safeguarding>

Designated Officers Team

The key role of the Designated Officer (formerly known as the LADO) is to:

- Providing advice, information and guidance to employers and voluntary organisations around allegations and concerns regarding paid and unpaid workers and volunteers, recommending a referral as appropriate.
- Recommending actions and next steps
- Chairing/attending the strategy/joint evaluation meetings in cases where the allegation requires investigation by police and/or social care.
- Managing and overseeing individual cases from all partner agencies.
- Ensuring the child's voice is heard and that they are safeguarded.
- Ensuring there is a consistent, fair and thorough process for all adults working with children and young people against whom an allegation is made.
- Monitoring the progress of cases to ensure they are dealt with as quickly as possible.
- Maintain a confidential database in relation to allegations
- Share learning from cases and serious case reviews

The Designated Officer covers **ALL** settings where people work with children (e.g. schools, hospitals, football clubs, church groups, child minders, foster carers, health professionals etc)

The Designated Officer **must** be contacted before commencing an investigation (maximum within one working day) in respect of all cases in which it is alleged that a 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; or
- ✚ behaved towards a child or children in a way that indicates they may pose a risk of harm to children.

Management of Allegations processes can also be found on the OSCB website



The Designated Officer is involved from the initial phase of the allegation through to the conclusion of the case.

If you have a concern about a professional or volunteer who works with children you need to contact the Designated Officer for advice, guidance and support. This could possibly lead to a referral for further investigation

Please note if the Designated Officer is not available and you require an immediate response, or a child or children are at immediate risk of harm then please contact the MASH team on: **0345 0507666**

Information regarding MASH can be found here:
<https://www.oxfordshire.gov.uk/cms/content/multi-agency-safeguarding-hub>

To report abuse:
<https://www.oxfordshire.gov.uk/cms/content/report-child-abuse>

If outside office hours, please contact the Emergency Duty Team on 0800 833 408



Please do not hesitate to contact us in regards to any safeguarding issues; we are here to support you and to offer advice