

## What will I be told?

You will not be given detailed information about the investigation as this will be personal information about the person who is subject to the allegation and cannot be shared.

Your personal information will not have been shared with the person about whom the allegation was made.

If you have to meet the person the allegation is about again, for example, if they are your teacher, someone from your school should talk with you about how you will meet again and make sure that you feel safe.

## The outcome

You can be told the outcome of the investigation, this will be either:

**Substantiated:** this is the outcome when there is evidence to confirm your allegation.

**Unsubstantiated:** this is where there are different accounts of what happened and the investigation cannot prove what did or did not happen.

**Unfounded:** here the investigation has found nothing to support the allegation, it may be the person reporting the allegation mistook what they saw, or they were not aware of all the circumstances.

**False:** here there is evidence the allegation is not true.

**Malicious:** this is where an allegation has been deliberately made up to cause harm or hurt to someone. This is very unusual.

If the investigation has found the person has behaved unprofessionally or was in the wrong, they may be given more training and support to help them develop their skills and do a better job.

However if there is evidence that the person has behaved in a way which may cause harm again in the future they may not be in their role any more.

## Further Guidance

More detailed guidance can be found in the Local Safeguarding Children Partnership Procedures Guidance  
[www.safeguardingchildren.co.uk/professionals/nyscb-procedures/](http://www.safeguardingchildren.co.uk/professionals/nyscb-procedures/)

Specific guidance for education is included in: “**Keeping Children Safe in Education**”  
[www.gov.uk/government/publications/keeping-children-safe-in-education--2](http://www.gov.uk/government/publications/keeping-children-safe-in-education--2)

## LOCAL AUTHORITY DESIGNATED OFFICER

LADO

# Information Leaflet for Children and Young People



## Why am I getting this leaflet?

Because you, or someone else, has told us that you have been hurt or harmed by an adult you know through school or college, a youth club, sports club, faith group or other setting; or by your carers if you do not live with your parents.

### **This leaflet will explain what we will do.**

Most importantly, you need to know we will take seriously what you tell us and ensure that your concerns are properly investigated.

## How will it be investigated and who will be told?

All allegations against people working with children or young people have to be reported to the Local Authority Designated Officer (the LADO) whose job is to make sure all allegations are properly and thoroughly investigated.

If a crime may have been committed, it will be reported to the Police.

Your parents or carers will also need to know, unless the allegation is about your carers.

Your social worker will need to know if you have one, unless the allegation is about your social worker.

## What then?

The LADO will help the professionals who need to know about the allegation plan how to investigate it. The LADO does not do the investigation but helps to decide who will.

As part of the investigation someone may need to talk to you to get more information about what happened.

They may ask you some questions for example:

“Did anyone see?”

“Do you think this has happened to anyone else?”

If the police are leading the investigation a police officer will come to talk with you.

You will be asked to pick a trusted adult or adults to support you. However, you will be asked not to talk to anyone else in your friendship group about the allegation because this might affect how well it can be investigated.

As part of the investigation, the adult who the allegation is about will be spoken with.

Anyone else who we think can help us understand what has happened will also be spoken to.

