



ALLEGATIONS MADE ABOUT STAFF, INCLUDING SUPPLY TEACHERS, VOLUNTEERS AND CONTRACTORS

Allegations against Supply teachers and all contracted staff.

In some circumstances St Joseph's Catholic Primary School will have to consider an allegation against an individual not directly employed by them, where its disciplinary procedures do not fully apply because agencies will have their own policies and procedures; for example, supply teachers or contracted staff provided by an employment agency or business.

Whilst St Joseph's Catholic Primary School is not the employer of supply teachers, they should ensure allegations are dealt with properly. In no circumstances will our school decide to cease to use a supply teacher due to safeguarding concerns, without finding out the facts and liaising with the LADO to determine a suitable outcome. Our senior leaders and/or Governing Body will discuss with the supply agency or agencies.

They will decide in partnership with the LADO, whether it is appropriate to suspend the supply teacher, or redeploy them to another part of the school, whilst they carry out their investigation.

Agencies should be fully involved and co-operate with any enquiries from the LADO, police and/or children's social care. St Joseph's Catholic Primary School will usually take the lead because agencies do not have direct access to children, so they will not be able to collect the facts when an allegation is made, nor do they have all the relevant information required by the LADO as part of the referral process.

Supply teachers, whilst not employed by us, are under the supervision, direction and control of the governing body when working in school. They should be advised to contact their trade union representative if they have one, or a colleague for support.

An allegations management meeting which is often arranged by the LADO should address issues such as information sharing, to ensure that any previous concerns or allegations known to the agency or agencies are taken into account during the investigation.

When using a supply agency, St Joseph's Catholic Primary School will inform the agency of its process for managing allegations but also take account of the agency's policies and their duty to refer to the DBS as personnel suppliers. This should include inviting the agency's human resource manager or equivalent to meetings and keeping them up to date with information about its policies.