For advice and guidance in respect of individual cases contact details for (LA)DO are as follows:

0208921 3930

Email: Childrens-LADO@royalgreenwich.gov.uk

or

childrens-lado@royalgreenwich.gov.uk.cjsm.net

Schools (LA)DO is Ken Palmer, School Safeguarding Co-ordinator

on Tel: 0208 921 4438

Email: ken.palmer@royalgreenwich.gov.uk and

Childrens-LADO@royalgreenwich.gov.uk

For more information on the work of the Greenwich Safeguarding Children Board visit:
www.greenwichsafeguardingchildren.org.uk
The (LA)DO
Every Local Authority has a statutory responsibility to have a (Local Authority) Designated Officer (LA)DO who is responsible for co-ordinating the response to concerns that an adult who works with children may have caused them harm.

In Greenwich we work to the London Child Protection Procedures which can be found at [www.londonscb.gov.uk/procedures](http://www.londonscb.gov.uk/procedures).

The (LA)DO’s key role is to:
- Provide advice/guidance to employers or voluntary organisations;
- Liaise with police and other agencies including Ofsted and professional bodies such as the General Medical Council or General Teaching Council;
- Oversee the progress of the (LA)DO process to ensure matters are dealt with as quickly as possible, consistent with a thorough and fair process;
- Collect strategic data and maintain a confidential database in relation to allegations;
- Disseminate learning from (LA)DO enquiries throughout the children’s workforce.

The (LA)DO will advice you on:
- Next steps (i.e. referral to Children’s Social Care, police, internal investigation);
- How to manage talking about the concerns with the adult who may have harmed the child;
- How to inform child’s parents/carers;
- Their view regarding suspension, although the decision rests with the employer;
- What they expect of you and other agencies involved.

The (LA)DO process is needed:
- Consider immediate risks
- Refer to the Police
- Set a date for a strategy meeting
- Recommend informing regulatory bodies if necessary

If a (LA)DO process is needed the (LA)DO will:
- Identify if further information is needed and how this will be sought
- Make recommendations regarding any further actions as required
- Agree further discussion with the LADO if needed

At the end of the (LA)DO process an outcome will be determined and shared.

The (LA)DO will consider whether the adult may have:
- 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 in a way that indicates he or she would pose a risk of harm if they work regularly or closely with children

If an allegation is made against an adult working with children it should be reported to the agency/organisation’s designated safeguarding lead.

Designated safeguarding lead or manager contacts the Local Authority Designated Officer (LA)DO - (020) 8921 3930 or by emailing childrens-LADO@royalgreenwich.gov.uk.

The (LA)DO will consider whether the adult may have:
- 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 in a way that indicates he or she would pose a risk of harm if they work regularly or closely with children

The (LA)DO will;