**Local Authority Designated Officers**

**(LADO)**

**Myth Busting Factsheet**

* **Does your work include safeguarding adults?**

No, the LADO only manages allegations for adults who work or volunteer with children. There is no direct equivalent LADO for people who work with adults, although you could contact their regulatory body, for example [Health & Care Professionals Council (HCPC)](https://www.hcpc-uk.org/), [Social Work England](https://www.socialworkengland.org.uk/concerns/), [General Medical Council](https://www.gmc-uk.org/) or the [Care Quality Commission](https://www.cqc.org.uk/contact-us) to report concerns.

* **Can I contact you if I just want to ask a question?**

Yes, please do, this is what we are here for – there is no such thing as a silly question!!

* **Do you only work with organisations who have paid employees?**

No, the LADO works with organisations whether the person is a paid employee or volunteer. Often, a person may be employed in one setting and volunteer in another setting, for example, a teacher may also volunteer at Scouts. Transferable risk needs to be considered and discussed with the LADO for each of the settings.

* **Do you only deal with concerns or incidents that have taken place at work?**

No, the LADO deals also with incidents that have happened in a person’s private life, where there is transferable risk to the workplace. Whether an incident has happened in a person’s work or private life, the LADO considers whether a person 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 he/she would 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
* **If I refer into the LADO, will this automatically get forwarded to Children’s Services?**

No, you need to make a separate referral through the Integrated Front Door (IFD) if you have safeguarding concerns about a child by submitting an on-line referral form [Request support or raise a concern about a child - West Sussex County Council](https://www.westsussex.gov.uk/education-children-and-families/keeping-children-safe/request-support-or-raise-a-concern-about-a-child/) or by phone on 01403 229900.

* **Is there a time limit to refer into the LADO service for allegations that are historical?**

No, the LADO manages allegations regardless of whether they happened recently or years ago and the LADO still needs to know about concerns even if they are historical. If you are not sure whether the LADO has been notified of a historical concern you can call or email the LADO who can verify this against the records.

* **If I contact the LADO does it mean the person concerned will lose their job or get suspended?**

No, the LADO will discuss transferable risk with the employer and each case will be managed individually. Sometimes people may be suspended without prejudice during an investigation, other times they may be re-deployed into a different role or they may continue in their normal duties.

* **If a person lives in another local authority do I still need to refer to the West Sussex LADO?**

Yes, the LADO manages allegations according to the area the person concerned works or volunteers. So, if you have concerns about someone that works or volunteers in West Sussex then you need to speak to the West Sussex LADO. If you have concerns about someone that lives in West Sussex but works in Surrey, you would need to contact the Surrey LADO. If you are not sure you can always call your local LADO to discuss and they can advise.

* **If a person no longer works with children but I have concerns do I still need to contact the LADO?**

Yes, you need to contact the LADO even if the person no longer works with children or has chosen to leave employment because of the concerns raised.

* **How do I contact the LADO and make a referral?**

All the contact details and information about how to make a referral are on the website [Allegations Against Someone Who Works With Children - West Sussex SCP](https://www.westsussexscp.org.uk/professionals/professional-disagreements-and-concerns/ladoinformation)

You can contact the LADO by email at LADO@westsussex.go.uk or by phone on 0330 222 6450 (available 09.00-17.00) where you will be asked to leave the relevant details and LADO will come back to you.