



## Role Profile

<b>Job Title:</b> Local Authority Designated Officer (LADO)	<b>Role Profile Number:</b> SBC 11462
<b>Grade: S</b> <b>Salary:</b>	<b>Date Prepared:</b> March 31 <sup>st</sup> 2016
<b>Directorate/Group:</b> Children, Families & Community Health	<b>Reporting to:</b> Team Manager – Conference and Review Team
<b>Structure Chart attached:</b>	No

### Job Purpose

This post will be required to develop and maintain knowledge and expertise in the management of allegations and serve as a resource for the team and wider service.

To have oversight and management of all allegations (and other significant concerns) that are made by children and young people against adults who are in a position of trust.

To ensure that all agencies comply with their statutory obligations to progress allegations effectively and in a timely way in line with Local Safeguarding Children Board procedures and other relevant statute, regulation and guidance.

To expedite the progress of LADO cases and challenge any delays in the conclusion of enquiries and investigations.

### Key Accountabilities

- To provide child protection and safeguarding advice to agencies when allegations or concerns are raised in relation to adults working in a position of trust with children.
- To manage and oversee the progress of LADO cases to ensure they are progressed in a timely way and that children are safeguarded.
- To effectively chair complex strategy meetings and allegation management meetings.
- To monitor the progress of any enquiry/ investigation and action agreed at the strategy meeting/allegation management meeting.
- To maintain accurate records of all referrals and enquires into the LADO
- To work with partners and regulatory bodies holding them to account to ensure timely focused and effective practice.
- To maintain sound data records to enable periodic reporting as agreed in relation to allegations to enable themes, trends and performance management to be ascertained and monitored.
- To lead on the dissemination of lessons learnt from LADO cases to the wider childrens network as appropriate to the audience used to improve practice.
- To ensure timely management of cases and enquires/investigations across the service partner agencies, challenging any unnecessary delay

### **Supplementary Accountabilities**

- To assist in the timely completion of the LADO Annual Report.
- To develop and deliver training to partners principally in relation to the role of the LADO and the allegations process

### **Knowledge & Experience**

- Knowledge in relation to statutory requirements to keep children and young people protected
- Experience of child protection enquiries and chairing complex multi-agency meetings where risk is a factor
- Ability to challenge effectively Knowledge of the criteria for meeting the threshold for LADO involvement

### **Qualifications**

- Registered social worker HCPC

### **Decision Making**

- The LADO is required to support and guide appropriate decision making at the end of the LADO process. This involves complex evaluation of information balancing the need to safeguard children and young people and the employment rights of adults of concern.

### **Creativity and Innovation**

<b><u>Job Scope</u></b> <b>Number and types of jobs managed</b> N/A	<b>Budget Holder Responsibility</b>	
<b>Typical tasks supervised/allocated to others</b> N/A	<b>Asset Responsibility:</b>	

**Contacts and Relationships** (how the role relates to the work of others i.e. officers, groups, committees, general public, members, partner organisations, internal and external contacts of the council)

- This role has a wide span of contacts and relationships within the council including social schools, education, OFSTED early years settings, other regulatory bodies, health, education and the police.

**Other Key Features of the role** (working environment / emotional / conditions i.e. regular outside work, unpleasant or hazardous conditions, practical demands such as standing, carrying or working in constrained positions, potential verbal abuse and aggression from people, or risk of injury)

- Hold a full, clean, driving licence.
- Whilst operating from an office base in Swindon, to visit and work at other locations as necessary.

<b>Employee Signature:</b>	<b>Print Name:</b>
<b>Date:</b>	

<b>Line Managers Signature:</b>	<b>Print Name::</b>
<b>Date:</b>	