



G&T Events Ltd (trading as Future Survival)

Allegations Against Staff Policy

This is a core policy that forms part of the induction for all staff. It is a requirement that all members of staff have access to this policy and sign to say they have read and understood its contents.

Date written: 2nd June 2025

Date of last update: 2nd June 2025

Date agreed and ratified by: 3rd June 2025, Mr G Broadbent, Director

Date of next full review: 1st June 2026

This policy will be reviewed at least annually and/or following any updates to national and local guidance and procedures.

1. Purpose

Future Survival is committed to safeguarding and promoting the welfare of all children and young people. This policy outlines how we respond to allegations of inappropriate behaviour or abuse by any staff member, volunteer, or individual living or working on the premises. Our procedures follow national guidance and the Kent Safeguarding Children Partnership.

2. Raising Concerns

We ensure all parents and carers are aware that they have the right to raise concerns or complaints about:

- The behaviour or actions of staff or volunteers within the setting, or
- Anyone living or working on the premises occupied by the setting.

This includes any concern that may involve an allegation of abuse or inappropriate conduct.

3. Criteria for Action

We will respond to any allegation or concern where a person working or volunteering with us 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 or children in a way that indicates they may pose a risk of harm.

This includes, but is not limited to:

- Inappropriate sexual comments;
- Excessive one-to-one attention beyond the requirements of their role;
- Inappropriate sharing of images.

4. Procedure for Responding

If such behaviour or allegation arises:

1. Initial Action

- We will record the full details of the alleged incident or concern, as reported by the child, staff member, parent, or other source.
- The individual reporting the concern will be treated with sensitivity and support.
- No attempt will be made to investigate or question the person accused.

2. Referral to Authorities

- We will report the concern immediately to:

- The **Local Authority Designated Officer (LADO)** at Kent Children's Services, and
 - **Ofsted** (where applicable), including details of the allegation and any safeguarding measures taken.
- We understand it is a legal requirement to do this, and we are aware that failure to report could constitute a criminal offence.

3. Internal Measures

- The individual concerned may be suspended or redeployed away from children pending the outcome of any investigation.
- All actions will be recorded, and support offered to those involved.

5. Disclosures by Children or Staff

If a child or staff member makes a disclosure that a member of staff, volunteer, or someone living/working on the premises:

- Has abused or is abusing a child, or
- Is acting inappropriately or posing a risk,

...we will:

- **Listen carefully and sensitively**, without making assumptions or asking leading questions.
- **Record the disclosure in full**, noting the date, time, and people present.
- **Report the concern immediately** to the DSL, who will refer it to the LADO and Ofsted as required.

6. Low-Level Concerns

At Future Survival, we are committed to fostering a transparent and open culture in which all concerns about adults' conduct with children are recognised, reported, and responded to appropriately.

A **low-level concern** is any concern – no matter how small – that an adult working with or around children may have acted in a way that:

- Is inconsistent with the staff code of conduct, and
- Does not meet the threshold for a referral to the Local Authority Designated Officer (LADO), but
- Still causes unease or raises doubts about the person's behaviour or intentions.

Examples may include (but are not limited to):

- Being overly familiar with a child;
- Having favourites;

- Using inappropriate language around children;
- Making suggestive comments, even if meant as a joke;
- Breaching professional boundaries (e.g. unnecessary physical contact, excessive 1:1 time).

Why Low-Level Concerns Matter

Reporting low-level concerns helps us to:

- Identify patterns of concerning, problematic or inappropriate behaviour early;
- Prevent potential abuse or harm;
- Maintain professional standards and uphold our safeguarding culture.

Reporting Low-Level Concerns

All staff and volunteers have a duty to report low-level concerns. These concerns should be reported to the **Designated Safeguarding Lead (DSL)** or senior management as soon as possible. You do not need proof – only a reasonable concern.

Concerns can be raised verbally or in writing and will be treated sensitively. The DSL will:

- Record the concern in a secure and confidential log;
- Consider the context and history of the individual's conduct;
- Take appropriate action, which may include internal discussion, training, or further monitoring.

Where there is any doubt as to whether a concern is low-level or meets the threshold for LADO referral, the DSL will consult the LADO for advice.

Culture of Transparency

We promote a culture where staff feel safe and supported to report concerns, however minor. Reporting low-level concerns is a **protective measure**, not a punitive one.

7. External Guidance

This policy is guided by:

- The **Kent Safeguarding Children Partnership** procedures,
- National guidance such as *Working Together to Safeguard Children* and *Keeping Children Safe in Education* (as relevant),
- Ofsted and Children's Services regulations.

8. Record Keeping

- A full written record will be kept of any allegation, disclosure, or concern raised, and any action taken.
- Records will be kept securely and confidentially, in line with data protection laws and safeguarding best practice.

9. Linked Policies

This policy should be read in conjunction with:

- Safeguarding and Child Protection Policy
- Complaints Policy
- Code of Conduct
- Whistleblowing Policy (if applicable)