

Beacon Alternative School CIC (and Alternative Provision)

Allegations Against Staff Policy



Date: September 2026

Written by: O'Connell/Field

Review Due by: September 2027

Note: Beacon Alternative Provision operates under Beacon Alternative School CIC, which is not yet a registered school but is working toward future registration. This policy applies to all sites used by Beacon AP, including Beacon's premises at 6 Kew Court, Pynes Hill, Exeter, EX2 5AZ, and any approved off-site venues.

1. Introduction

Beacon Alternative School CIC is committed to safeguarding and promoting the welfare of all children and young people. It is essential that any concerns or allegations regarding the behaviour of staff, volunteers, or contractors are managed effectively, fairly, and in line with statutory guidance.

This policy outlines how Beacon AP will respond to allegations against adults working with children, ensuring that both the child and the adult are treated appropriately and that safeguarding remains the priority.

2. Aims

This policy aims to:

- Ensure all allegations against staff are handled promptly, consistently, and fairly.
- Safeguard and protect children and young people.
- Support staff members who are subject to allegations.
- Provide clear procedures for reporting and responding to concerns.
- Ensure compliance with Keeping Children Safe in Education (KCSIE 2026) and Local Authority procedures.

3. Scope

This policy applies to:

- All staff, including the Head of Provision.
- Volunteers, contractors, and visiting professionals.
- Any adult working on behalf of Beacon AP.
- All learning environments, including Beacon's premises at 6 Kew Court and any approved off-site venues.

4. Definition of an Allegation

An allegation may relate to an adult who 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 in a way that indicates they may pose a risk of harm.
- Behaved in a way that may bring their suitability to work with children into question.

5. Reporting Concerns or Allegations

5.1 Immediate Action

- Any concerns or allegations must be reported **immediately** to the Designated Safeguarding Lead (DSL).

- If the allegation concerns the DSL, it must be reported directly to the Head of Provision or appropriate senior lead.
- If the allegation concerns the Head of Provision, it must be reported to the Local Authority Designated Officer (LADO).

Contacts: Designated Safeguarding Lead (DSL): Fiona Field, 079999 28576. Deputy DSL: Steven O'Connell, 075655 77041. LADO (Devon): (01392) 384964 or ladosecure-mailbox@devon.gcsx.gov.uk.

5.2 Staff Responsibilities

- Staff must not investigate the allegation themselves.
- Concerns should be recorded factually and without delay.
- Confidentiality must be maintained at all times.

6. Responding to an Allegation

- The DSL/Head of Provision will assess the information and determine next steps.
- The Local Authority Designated Officer (LADO) will be contacted where appropriate.
- Advice will be followed regarding:
 - Whether a formal investigation is required
 - Whether other agencies (e.g. police, social care) should be involved
- The welfare of the child is the primary concern at all times.

7. Supporting Staff

- Any staff member subject to an allegation will be treated fairly and with respect.
- Support will be provided throughout the process, including clear communication.
- Suspension will only be considered where necessary and in line with guidance.

8. Confidentiality and Information Sharing

- Information will be shared on a need-to-know basis only.
- All parties must maintain strict confidentiality.
- Records will be kept securely in line with safeguarding requirements.

9. Recording and Monitoring

- All concerns and allegations will be recorded, including:
 - Date and time
 - Details of the concern/allegation
 - Actions taken
 - Outcomes
- Records will be stored securely and retained in line with statutory guidance.

10. Roles and Responsibilities

Staff:

- Report concerns immediately.
- Maintain confidentiality.
- Follow safeguarding procedures.

Designated Safeguarding Lead (DSL):

- Receive and manage allegations.
- Liaise with LADO and external agencies.
- Ensure accurate recording and follow-up.

Head of Provision:

- Oversee the management of allegations.
- Ensure procedures are followed correctly.
- Support staff and ensure safeguarding compliance.

11. Review and Monitoring

- This policy will be reviewed annually or sooner if statutory guidance changes.
- Monitoring will include:
 - Safeguarding audits
 - Staff awareness and training
 - Review of any allegations or concerns raised