

Job Description

Local Area Designated Officer (LADO)

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| Role Profile | Leadership Profile Band L |
| Service/Team | Children's Services |
| Reports to | Service Manager – Quality Assurance |
| Number of posts | TBC |

My job improves the quality of life for the people of Bournemouth, Christchurch & Poole Council by... ensuring all allegations against professionals are dealt with effectively and that the learning from this work is disseminated in a way that supports all staff working with children, young people and families and supports positive outcomes.

Job Overview

Strategic vision

To improve the life chances and outcomes for the most vulnerable children in the community, by protecting them from harm through rigorous misconduct investigations.

To support the design and delivery of services that meet the council's objectives, priorities and values.

To create the right environment within which improved outcomes for the community's children, and young people can be delivered.

Specific accountabilities

- To be responsible for ensuring that the Authority fulfils its obligations for managing allegations against staff and volunteers working with children in any setting within the Authority area, compliant with requirements of Working Together 2010 and 2013; the Education Act 2002, and Safeguarding Children and Safer Recruitment in Education 2006 Chapter 5 2006, other relevant legislation including the Children Act 1989, and the Children Act 2004, and Local Procedures.
- To act as the lead local authority designated officer in all matters related to establishing, reviewing and further developing the structures and processes in relation to allegations made against those that work with children.
- To provide consultancy and advice to staff within Children's Services and other agencies in relation to allegations against staff and volunteers and undertake initial evaluations of all allegations reported, producing a record of advice given.
- To make decisions about referral to Children's Services Social Care in accordance with BCP's Safeguarding procedures and Children in Need procedures. To hold consultation to screen potential referrals with the referrers.
- To provide clear professional advice in relation to individual case management in line with legislation and best practice guidance to Children's Services staff and other agencies.
- To chair strategy/joint evaluation meetings and ensure representation by appropriate partners in relation to allegations against staff within the children's workforce within the BCP Council area. To maintain oversight and ensure that all cases are brought to a managed conclusion, involving and or communicating with employers and Human Resources services at all appropriate stages.

- To be responsible for monitoring progress of cases within set timescales and maintain an up-to-date and confidential database and maintain of clear records, including actions agreed and taken as a result of consultations and strategy meetings and the outcomes.
- To ensure that the welfare needs of all parties concerned are addressed and regularly reviewed. Including systems in place to provide regular information and support as appropriate including the result of any enquiry or disciplinary process.
- To ensure that where appropriate, reports are made to the Disclosure and Barring service and regulating bodies e.g. General Medical Council; National College for teaching and leadership, the HCPC and the DBS and others.
- To attend civil and criminal court as required.
- To ensure that any deficiencies are brought to the attention of the Senior Manager for the service concerned and where appropriate to the relevant LSCB representative.
- To ensure robust mechanisms for information sharing and monitor adherence to partnership procedures and BCP Council's Children's Services procedures in relation to the management of allegations against staff. To contribute to reviews and updates of local procedures and policies to ensure they remain compliant with relevant national policy, legislation and regulation, including equality and anti-discrimination legislation.
- To ensure that responses to allegations are dealt with fairly, consistently and expeditiously across all service areas, working positively and effectively in partnership with all stakeholders and partner agencies.
- To contribute to embedding safe practice into performance, behaviour and culture within the Authority.
- To attend allegations management meetings.
- To advise relevant senior managers on policy and operational matters related to allegations against staff.
- To develop and maintain effective working relationships and communications with key statutory, voluntary and private sector agencies working with children and young people in the authority area to ensure their work in this area is compliant with Working Together 2010 and 2013; Safeguarding Children and Safer Recruitment in Education 2006, and all other local safeguarding procedures
- Represent the service and the Council in multi-agency forums, working parties, local, regional and national bodies to contribute to the exchange of information and the promotion of best practice/'practice excellence' developments
- Develop, implement and monitor processes and procedures and manage risk through high quality professional supervision practices
- Develop and maintain communication channels to all stakeholders to ensure that a consistent message is sent out and that all stakeholders are informed of processes, policies, changes and obligations
- Identify and act upon opportunities to develop services, contract for new business
- In collaboration with strategic partners, assess future capability needs in terms of people resources, required skills mix, organisational and team development and culture change

Specific Qualifications and Experience

- Degree in Social Work and Social Work England registration
- Ongoing relevant professional development and training including Safeguarding
- Management qualification or equivalent experience
- Extensive experience of Child Protection procedures and the ability to make sound judgements regarding thresholds.
- Thorough knowledge of legal framework, statutory guidance, policy and best practice including in depth knowledge of contemporary professional supervision methods
- Knowledge of models of effective interventions and delivery to improve outcomes
- Chairing complex meetings and decision making
- Effective partnership working at a management level
- Extensive specialist expertise of professional practice in allegation management and good working knowledge of multi-disciplinary safeguarding practice.

- Ability to analyse qualitative and quantitative performance data and develop holistic plans to address performance deficits, including development of policy, implementing changes to practice, developing performance management systems and devising workforce development strategies.
- A sound understanding of service planning and performance management and development of services and staff.
- Excellent influencing, negotiating, advocacy skills, including the ability to work with a wide range of stakeholders in a multi-disciplinary and multi- agency context at all levels of the organisation.
- Good written communication skills and ability to tailor to a wide range of audiences