**Referral criteria**

An allegation has been made that a person who works with children in a paid or voluntary capacity has:

* **Behaved in a way that has harmed or may have harmed a child**
* **Possibly committed a criminal offence against children or related to a child**
* **Behaved towards a child or children in a way that indicates he or she would pose a risk of harm if they work regularly or closely with children**

Once completed, please email this form to [LADO@slough.gcsx.gov.uk](mailto:LADO@slough.gcsx.gov.uk). You can also contact the LADO for advice / consultation on 01753 474053.

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| **Date of incident:** |  |
| **Date of referral:** |  |
| **Contact details of referrer** | |
| **Name of Referrer:** |  |
| **Name of Organisation:** |  |
| **Address:** |  |
| **Phone:** |  |
| **email address:** |  |
| **Details of person subject to allegation or cause of concern** | |
| **Name:** |  |
| **Date of Birth:** |  |
| **Ethnicity:** |  |
| **Gender:** |  |
| **Address:** |  |
| **Phone number:** |  |
| **Employer:** |  |
| **Job title / Role:**  **Dates of employment:** |  |
| **Have there been any previous concerns / allegations about this person?** |  |
| **Does this person have children of their own (under 18)? If so, please give details** |  |
| **Does this person work in any other capacity with children or vulnerable adults paid or unpaid? If so, please give details** |  |
| **Details of child/young person involved / alleged to have been harmed.** | |
| **Name of child / young person:** |  |
| **Date of birth:** |  |
| **Ethnicity:** |  |
| **Gender:** |  |
| **Home address:** |  |
| **Name of parents / carers:** |  |
| **Is the child known to social care?** |  |
| **Are parents / carers aware of the allegation?** |  |
| **Does the child / young person have a special need / disability?** |  |

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| **Details of the Allegation** |
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| **What safeguarding arrangements have been put in place for the child / young person involved?** |
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| **LADO advice** (To be completed by the LADO) |
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Date Acknowledged by LADO:

***NB. It is the responsibility of the employing organisation to report allegations to Ofsted / ISI / GMC/ CQC / relevant professional body where appropriate.***