

Reviewed: January 2026

Next Review Date: January 2027

Review By: Oleksiy Omelchuk – Director

Policy Statement and Purpose

Education Experts Ltd is committed to the highest standards of integrity and professionalism. This policy ensures that all allegations against supply staff are handled promptly, fairly, and in accordance with [KCSIE](#) and the [REC Code of Ethics](#). We aim to provide effective protection for children while supporting the rights of the accused.

Immediate Response Actions

Upon receiving an allegation (e.g., harm to a child, criminal offence, or suitability concerns), the following must occur:

- **Fact Find:** Gather basic information to establish if there is a credible concern. **Do not** interview the accused, child, or witnesses at this stage.
- **Documentation:** Obtain written details, signed and dated by the person receiving the allegation.
- **Confidentiality:** Do not inform the accused before consulting with the Local Authority Designated Officer (LADO) to avoid compromising investigations.

Liaison with External Bodies

- **LADO Contact:** We will contact the [LADO](#) within **one working day** of becoming aware of the allegation.
- **School Cooperation:** While schools often lead investigations for on-site incidents [Agency Name] will assist fully, attend strategy meetings, and share relevant information.
- **Police/Social Care:** Referrals will be made immediately if a child has suffered or is likely to suffer significant harm.

Management of the Accused

- **Suspension:** A decision on whether to suspend the candidate from future assignments will be made in conjunction with the LADO.
- **Support:** The accused will be advised to contact their union or professional association. A named contact within [Agency Name] will provide regular updates.
- **Anonymity:** We adhere to the [Education Act 2011](#) regarding anonymity for teachers accused of an offence until they are charged.

Outcomes & Record Keeping

- **Referrals:** If an allegation is substantiated and the individual is removed from regulated activity, we have a statutory duty to refer the case to the **Disclosure and Barring Service (DBS)**.

- **Record Retention:** Records of allegations, decisions, and actions are kept until the person reaches retirement age or for **10 years**, whichever is longer.
- **False/Malicious Allegations:** If an allegation is proven false or malicious, it will be removed from personnel records and excluded from future references.

REC Compliance & Complaints

Breaches of this policy may be investigated under the [REC Complaints and Disciplinary Procedure](#). We maintain transparency and honesty in all dealings with clients and candidates as required by REC Standard 2.