**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**
* **Behaved or may have behaved in a way that indicates they may not be suitable to work with children.**

Once completed, please email this form to LADO@sloughchildrenfirst.co.uk. You can also contact the LADO for advice / consultation on 07927 681858

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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: (name, address and contact details)** |  |
| **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**  |  |
| **Name 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.***