



Defence
Children
Services

Allegations Management

For the Employer



This information leaflet provides a brief guide to the allegations management process and the role of the Defence Allegations Designated Officer.

If you are faced with an allegation against an employee, volunteer or professional working or providing services to children, you must contact the DADO service within one working day.

Failure to do this could put children and young people at risk of harm.

This leaflet is about managing allegations of abuse made against individuals who work or have unsupervised contact with children and young people in any setting.

It is important that all allegations of abuse of children and young people are treated seriously and in line with JSP 834.

The statutory guidance for the management of allegations can be found in Working Together 2018.

The DADO service and allegations management process is only applicable in MOD Overseas locations.

60 Minute Action

What to do if an allegation against a staff member is received.

1. Manager receives an allegation
2. Ensure children are safe. Referral to British Forces Social Work Service if required. (MARF)
3. Notification form to be completed and sent to the DADO inbox: RC-DCS-HQ-DADO@mod.gov.uk
The employer should not investigate the matter, question the alleged victim, alleged perpetrator or any potential witness without formal consultation with DADO.
4. All circumstances are unique, the DADO will BRAG: Blue, Red, Amber or Green which will initiate the response.

If BRAGGED Blue or Green, there will be no further action from the DADO service, however; this does not mean that any HR/Misconduct processes from an employment perspective are not required. Ensure that the appropriate HR consultation is sought concurrently to any DADO discussions.

If BRAGGED Amber or Red, your designated senior officer will be invited to attend an Allegations Management Multi-Agency Strategy Discussion and guidance will be sent prior to the meeting taking place.

Ensure that the appropriate HR consultation is sought concurrently to any DADO discussions.

What happens next?

The Allegations Strategy Meeting is arranged by Command in the relevant overseas location and chaired by a representative from the DADO service.

If the allegation is discussed at an Allegations Strategy meeting it will decide:

- What is required to safeguard the child/ren involved? What support is needed?
- Whether a RMP and/or BFSWS investigation is required or whether disciplinary procedures should be followed.
- If and when host nations need to be informed.
- What information can be shared with the alleged perpetrator.
- Whether there is likely to be media interest.

Attendance at this meeting is multi-agency with representatives invited from:

- Royal Military Police in location and safeguarding branch.
- BFSWS either in location or from reach back.
- Health representative in location.
- Employers designated senior officer
- Representative from the children's MOD school/setting.

NB - If the child attends a host nation school, a representative will be tasked with requesting an update from the school or Virtual Headteacher.

Outcomes

Substantiated - There is sufficient evidence to prove allegations.

Unsubstantiated - This is not the same as a false allegation. It means that there is insufficient evidence to prove or disprove the allegation. The term, therefore, does not imply guilt or innocence.

Unfounded - There is no evidence or proper basis which supports the allegation being made. It might also indicate that the person making the allegation misinterpreted the incident or was mistaken about what they saw. Alternatively, they may not have been aware of all the circumstances.

Malicious - There is clear evidence to prove there has been a deliberate act to deceive and the allegation is entirely false.

False - There is sufficient evidence to disprove the allegation.

N.B - If the allegation is substantiated and you are dismissed, or resign before you are dismissed your employer is legally obliged to refer the matter to the Disclosure and Barring Service (DBS). They will decide whether you should be barred, or have conditions imposed, working with children.

DADO Contact

Email: RC-DCS-HQ-DADO@mod.gov.uk

Points of Contact:

- Rebecca Tarren - SAFE Team Lead
- Aimi Jones - Welfare and Social Work Team Lead
- Gemma Hunt - Assistant Head, Specialist Support Services