

## ALLEGATIONS NOTIFICATION FORM

To be completed and emailed to: [LADO@wokingham.gcsx.gov.uk](mailto:LADO@wokingham.gcsx.gov.uk)

Information about the adult against whom the allegation is made:	
Name	
DOB	
Gender	
Home address	
Contact number for individual	
Does the individual have children? Please give details	
Are there children resident at their home address?	
Does the individual have any other contact with children/ vulnerable adults?	
Employer/organisation using the adults services	
Job title of adult	
Date of last DBS check?	
Name of senior officer dealing with allegation	
Contact number for senior officer	
Address and email contact details	

Information about the allegation or concern	
Nature of allegation /concern including category of abuse if applicable	
Brief description of allegation and source of information	
Where did the alleged incident take place?	
Date of alleged incident	
Date concern raised	
Any action undertaken prior to notification?	
Have any allegations or concerns been made against this person previously?	

Information about any child identified	
Name	
DOB	
Gender	
Ethnicity	
Address	
Is the child looked after or subject of a CP plan?	
Parents/carers details	
Are they aware?	
Is more than one child/YP involved?	
How many?	
List names, DOBs and addresses	

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<b>Details of person completing the form</b>	
<b>Name</b>	
<b>Job title</b>	
<b>Telephone</b>	
<b>Date</b>	

<b>FOR INTERNAL USE ONLY</b>	
<b>Outcome of Initial consideration</b>	
<b>Does the allegation /concern fulfil the criteria for LADO procedure? And why?</b>	
<b>Recommended advice and actions to senior officer?</b>	
<b>Agreed actions and timescales?</b>	
<b>Referred to CAIU?</b>	
<b>Signature [LADO]</b>	
<b>Signature Service Manager</b>	
<b>Date</b>	