**Role of police liaison officer**

1. Training
   * Provide bespoke training on police investigative procedures and share experience of the Criminal Court System for Lighthouse professionals
   * Provide bespoke ABE training to clinical psychologists including supervision and quality assurance
   * Provide bespoke training to the judiciary
   * Sharing best practice locally, nationally and internationally
2. Liaison
   * Facilitate communication between officer in the case (OIC)/sexual offences trained officer (SOIT) and Lighthouse practitioner
   * Leading ABE professionals meeting
   * Identify issues to be discussed in conjunction with the CPS
   * Provide advice on the forensic window
   * Seek and create learning opportunities within the criminal justice system for the clinical psychologists
   * Sharing best practice
   * Provide general police investigative advice to children, young people or their families
   * Work with the CPS to accelerate charging decisions
3. Policy/Strategy
   * Create and contribute towards policy with a criminal justice element e.g. Disclosure
   * Identify and implement necessary changes in existing policies
   * Increase the profile of the Lighthouse by raising awareness
   * Proactively seek to build relationships with other agencies
4. Optimise the criminal justice process
   * Manage the ABE interview diary
   * Identify suitable ABE for clinical psychologists
   * Update Excelicare records with criminal justice information
   * Manage cases being reviewed by CPS
   * Review referrals & prepare for Intake meeting
   * Publicise the role of The Lighthouse within the Metropolitan Police Service
   * Maintenance of ABE equipment
   * Ensure new crimes are recorded
   * Ensure timely disclosure of notes to officer in the case and CPS

N.B The PLO will not:

* + Share specific case information apart from what is necessary at the Intake meeting
  + Conduct any intelligence/research searches