

## **Safeguarding and Welfare Requirement: Child Protection**

The safeguarding policy and procedures must include an explanation of the action to be taken in the event of an allegation being made against a member of staff, and cover the use of mobile phones and cameras in the setting.



### **1.7 Whistle Blowing Policy**

#### **Policy statement**

Southmoor Pre-School is committed to the highest possible standards and the views, feelings and opinions of staff, parents, students and volunteers are respected and taken seriously in every situation.

We are committed to tackling any malpractice or wrong doing and will deal with all concerns as soon as practically possible. Employees are often the first to realise that there may be something wrong within a setting. However, they may not express their concerns because they feel disloyal to their colleagues or they fear harassment or victimisation. This policy makes it clear that they can do so without fear or reprisal.

Whistle blowing is the term used when someone who works for an organisation, wishes to raise concerns about malpractice in the organisation (for example, crimes, miscarriages of justice, dangers to health and safety or the environment) and the cover up of any of these.

Whistle blowing is very different from a complaint or grievance. It only applies when you have no vested interest and are acting as a witness to misconduct or malpractice that you have observed.

#### **Procedures**

- Staff, students and volunteers should raise any concerns with the manager Megan Broughton or the Chair of committee Natalie Thomason.
- Concerns should be made in writing and should include:
  - Reference to the fact that it is a whistle blowing disclosure
  - The background and history of the concerns
  - Names, dates and places (where possible)
  - The reasons why the individual is concerned about the situation
- Staff who feel unable to put concerns in writing can telephone or meet in person with the manager or Chair of committee.
- An investigation will take place. All matters raised, with the exception of allegations of abuse against a staff member, or unlawful activity, will be investigated internally. Allegations of abuse will be dealt with as per procedures in the Safeguarding policy. Unlawful activity will be investigated by the Police.
- The appropriate person/s will investigate the concerns thoroughly, ensuring that a written response is provided within ten working days.

- The response should include details of how the matter was investigated and conclusions drawn from the investigation. Should the staff member be unhappy with the response and wish to take the matter further they should contact Ofsted as follows:
  - Whistle Blowing hotline 0300 123 3155
  - Email [whistleblowing@ofsted.gov.uk](mailto:whistleblowing@ofsted.gov.uk)
  - Post WBHL, Ofsted, Picadilly Gate, Gore Street, Manchester M1 2WD

### Further Guidance and Legal Framework

- The Public Interest Disclosure Act 1998 protects workers who raise concerns from victimisation or harassment. In accordance with the Act, Southmoor Pre-School actively encourages it's workers to come forward and voice concerns about any aspect of the setting's practice or the conduct of any staff, volunteer or student.
- For more information on the Public Disclosure Act 1998 see [www.pcaw.co.uk/law/uklegislation,htm](http://www.pcaw.co.uk/law/uklegislation.htm)

This policy was adopted at a meeting of	Southmoor Pre-School	(name of provider)
Held on	_____	(date)
Date to be reviewed	_____	(date)
Signed on behalf of the management committee	_____	
Name of signatory	_____	
Role of signatory (e.g. chair/owner)	_____	