

Safeguarding and Welfare Requirement: Child Protection
Providers must have and implement a policy, and procedures, to safeguard children.



1.8 Whistle-Blowing

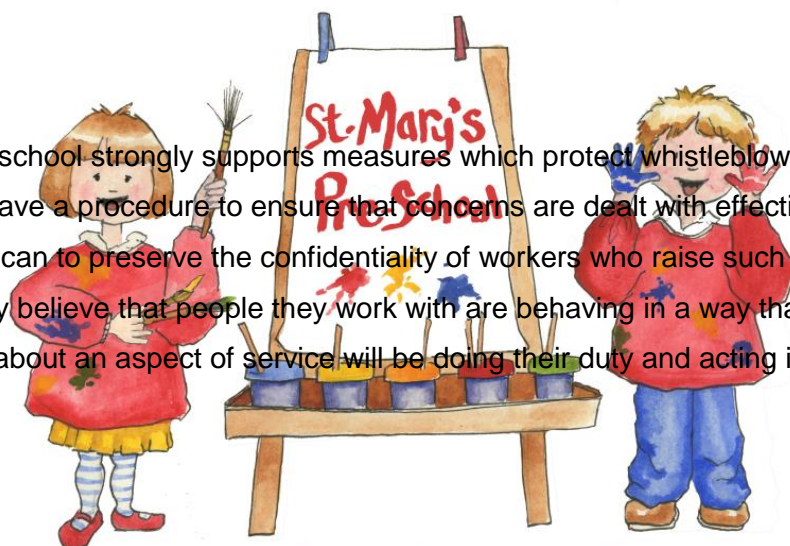
Policy Statement

The Public Interest Disclosure Act 1998 (known as the 'Whistleblowing Act') is applied when someone who works in or for an organisation wishes to raise concerns about malpractice, wrongdoing, illegality or risk in the organisation (eg. Crimes, civil offences, miscarriages of justice, dangers to health and safety), and/or the cover up of any of these. The malpractice has a public interest aspect to it, usually because it threatens others. It applies to raising a concern within the organisation as well as externally, such as to a regulator.

Policy

The St Mary's Pre-school strongly supports measures which protect whistleblowers from any form of victimisation. We have a procedure to ensure that concerns are dealt with effectively and efficiently and will do all that they can to preserve the confidentiality of workers who raise such concerns.

Staff who genuinely believe that people they work with are behaving in a way that seems wrong or have a serious concern about an aspect of service will be doing their duty and acting in the public interest by speaking out.



How to raise a concern

The procedure seeks to encourage and enable individuals to disclose information through appropriate channels first, rather than going directly to an outside person or body. As a first step, concerns should normally be raised with the Manager/s, Louise Harrington and/or Tina Hillson. This depends, however, on the seriousness and sensitivity of the issues involved and who is suspected of any wrong-doing. If a member of staff feels they cannot report the matter to The Managers, they should approach either Annette Poultney (Administration Officer) or the Committee Chairperson.

Staff are also able to raise concerns with the following third party's if necessary:

- Ofsted 0300 1233155 (dedicated Whistleblowing hotline)
Open Monday to Friday 8am to 6pm
Email: whistleblowing@ofsted.gov.uk
Address: WBHL, Ofsted, Piccadilly Gate, Store Street, Manchester, M1 2WD
- The Local Authority Designated Officer

- Public Concern at Work 020 7404 6609
Email: whistle@pcaw.org.uk
- NSPCC Whistle Blowing hot line

Concerns may be raised verbally or in writing. Staff who wish to make a written report are advised to set out the background and history of the concern, giving names, dates and places, where possible, and the reasons for making the disclosure. This will make the investigation easier to complete. Although a member of staff is not expected to prove beyond doubt the truth of the allegation, they will need to demonstrate that they have an honest and reasonable suspicion that malpractice has occurred, is occurring or is likely to occur.

We will respond to any concerns raised. In order to protect a member of staff who raises a concern and those accused of wrong-doing, initial enquiries will be made to decide whether an investigation is appropriate and, if so, what form it should take.

Concerns or allegations which fall within the scope of specific procedures (for example, conduct or discrimination issues) will normally be referred for consideration under those procedures.

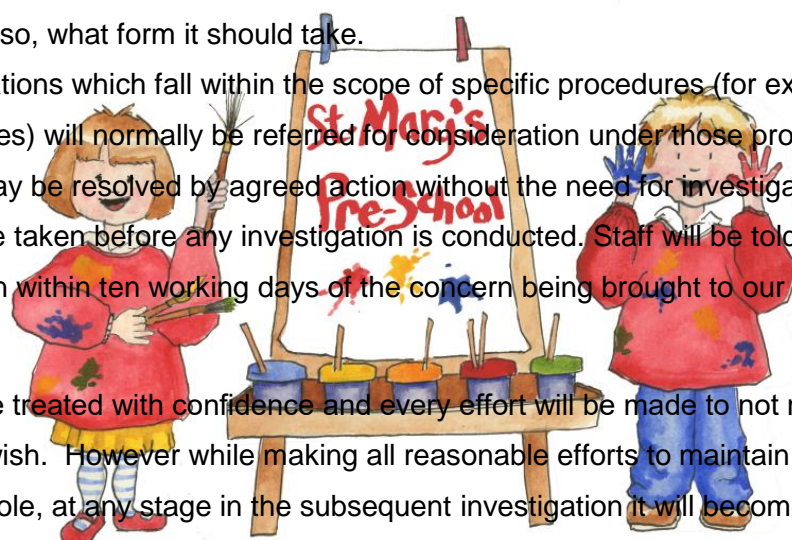
Some concerns may be resolved by agreed action without the need for investigation. If urgent action is required this will be taken before any investigation is conducted. Staff will be told how we propose to deal with a concern within ten working days of the concern being brought to our attention.

Confidentiality

All concerns will be treated with confidence and every effort will be made to not reveal a staff member's identity if they so wish. However while making all reasonable efforts to maintain the confidentiality of the matter as a whole, at any stage in the subsequent investigation it will become necessary to make the origin of the Complaint known to the person or persons that the allegation(s) concern or involve. Complainants should be aware however, that their identity may be revealed by inference. The Pre-school cannot reasonably withhold the Complainants identity in such event as any external professional body become involved.

Untrue allegations

Our settings accepts that deciding to report such wrong-doing or concern can be very difficult and uncomfortable, however we encourage anyone to present their concerns as a matter of urgency. If an allegation is made in good faith by an employee, but is not confirmed by the investigation, no adverse action will be taken against the employee. If however a member of staff makes an allegation frivolously, maliciously or for personal gain, disciplinary action may be taken against them.



South Holmwood

This policy was adopted by

The St Mary's Pre-school (name of provider)

On

_____ (date)

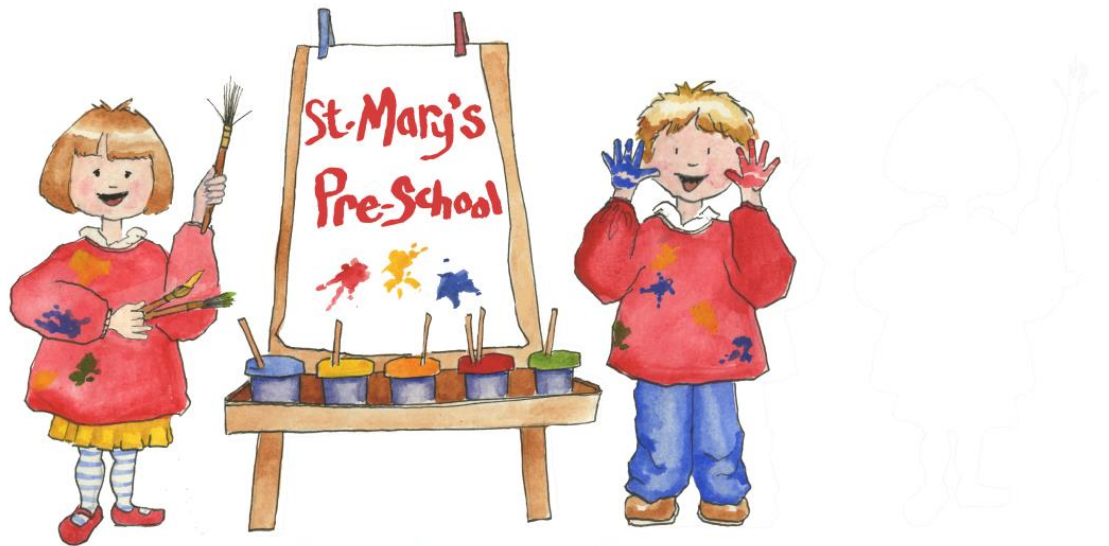
Date to be reviewed

_____ (date)

Signed on behalf of the provider

Name of signatory

Role of signatory (e.g. chair, director or owner)



South Holmwood