

# St Marychurch Pre-school

## Whistle Blowing Policy

Statement of intent

Whistle blowing is raising a concern about malpractice within an organisation

### **Aim**

We aim to deliver a high quality pre-school service, promoting accountability and maintaining public confidence. We aim to provide individuals in the workplace with protection from victimisation or punishment when they raise a genuine concern about misconduct or malpractice in the setting.

### **Methods**

This policy is underpinned by the Public Interest Disclosure Act 1998, which encourages people to raise concerns about misconduct or malpractice in the workplace, in order to promote good controls and accountability in the public interest. The Act covers behaviour, which amounts to:

- A criminal offence
- Failure to comply with any legal obligation
- A miscarriage of justice
- Danger to health and safety of an individual and/or environment
- Deliberate concealment of information about any of the above

This policy is not intended to be a substitute for, or an alternative to the settings formal complaints procedure. It is designed to instil a culture of openness and transparency within the setting, which makes it safe and acceptable for employees and volunteers to raise, in good faith, a concern they may have about misconduct or malpractice, including where family members are employed within the setting

To achieve this

- An employee or volunteer who, acting in good faith, wishes to raise such a concern should normally report the matter to the Designated Safeguarding person who will advise the employee or volunteer of the action that will be taken in response to the concerns expressed. Any low level concerns can be made to the Manager and any actions will take place if needed with the DSL. Such as, but list not exclusive - verbal notice, Written notice, Supervision agreements, targets and plans including training for staff, students and volunteers.
- Concerns should be investigated and resolved as quickly as possible
- If an employee or volunteer feels the matter cannot be discussed with the Designated Safeguarding person of the Pre-school then he/she should contact the Designated Safeguarding Person on the committee  
**Elizabeth Hurford**
- Alternatively you can contact Social Services Designated Person **Ivan Sullivan 01803 208541 (out of hours 0300 456 4876)** or **OFSTED** (email [whistleblowing@ofsted.gov.uk](mailto:whistleblowing@ofsted.gov.uk)) or call 0300 123 3155 for advice on what steps to follow.
- Practitioners can also refer to the national whistleblowing website. <http://www.gov.uk/whistleblowing> and [Whistleblowing Advice Line | NSPCC](#)
- Practitioners may need to go directly to the police, MASH or both if a child is at risk of significant harm or when a practitioner has been informed that a child is at risk, or a staff member poses a risk and where it is considered that the parent or child may be at risk of radicalisation or extremist behaviour (Prevent).
- A disclosure in good faith to the Designated Safeguarding Person and Committee Designated Safeguarding Person will be protected

- Confidentiality will be maintained wherever possible, and the employee or volunteer will not suffer any personal detriment as a result of raising any genuine concern about misconduct or malpractice within the setting.
- All whistleblowing will be recorded on the 'Record of complaints made against staff regarding the mistreatment of a child', Incident witness statement' and 'Investigation Outcome Report'. Notification to Local Authority Designated Officer (Torbay Council form) .Body Map form and St Marychurch Pre-school incident log/Confidential safeguarding record.
- The 'Record of Information sent to agencies/parents following complaints made against staff regarding the mistreatment of a child' form will be filled in to detail who has been notified and when.
- If a parent wishes to make an allegation against a staff member, please contact the Chair of the committee **Elizabeth Hurford** on **01803 312542**

**This statement is to be reviewed and signed annually.**

Signed: \_\_\_\_\_

Position: \_\_\_\_\_

Dated: \_\_\_\_\_

We aim to provide a safe, stimulating, caring, happy Pre-school where all children and their families are welcome. We provide a curriculum based on the Early Years Foundation Stage using individual children's interest and needs.