

Bramfield Stepping Stones Pre-school

Whistle blowing Policy

Statement of intent

Whistle blowing is raising a concern about misconduct or malpractice within an organisation.

Aim

Our setting is committed to delivering a high-quality service which is accountable and maintains public confidence.

Our setting will not accept or condone any behaviour by staff or other adults associated with the setting that is contrary to the setting's aims and objectives, policies and procedures.

Methods

This policy provides staff, students and volunteers with protection from victimisation or punishment where they raise a genuine concern about misconduct or malpractice within the setting. The 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 governance and accountability in the public interest. The Act covers behavior, 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 does not replace the setting's Complaints Policy, but is designed to nurture a culture of openness and transparency within the setting, which makes it safe and acceptable for staff, students and volunteers to raise, in good faith, a concern they may have about misconduct or malpractice, by ensuring that:

Staff, students and volunteers are encouraged to report any instances of unsatisfactory practice that they observe at the setting.

Staff, students and volunteers are encouraged to discuss any concerns they have at staff meetings, appraisals etc.

Open door policy exists for all staff to enable them to express concerns at any time.

Any member of staff, student or volunteer who wishes to raise such a concern should normally in the first instance report the matter to Anna Frost (Safeguarding Officer) who will advise of the action that will be taken in response to the concerns expressed. Concerns should be investigated and resolved as quickly as possible. (Please refer to the settings 'Safeguarding Policy' with regards to allegations against a member of staff, student, volunteer or committee member' procedure.)

If a member of staff, student or volunteer feels the matter cannot be discussed with the manager,

Members of staff can also access the NSPCC whistleblowing helpline if they do not feel able to raise concerns regarding child protection failures internally.

Staff can call: **0800 0280285** (8:00 AM to 8:00 PM Monday to Friday) or email: help@nspcc.org.uk

(Poster is displayed on wall foyer) • All members of staff are made aware of the pre-school's Whistle-blowing procedure and it is a disciplinary offence not to report concerns about the conduct of a colleague that could place a child at risk.

Whistleblowing Policy

This policy was reviewed by	<u>Bramfield Stepping Stones Pre-school</u>
On	<u>03/04/2018</u>
Date to be reviewed	<u>02/04/2019</u>
Signed on behalf of the provider	
Name of signatory	<u>Ian Norman</u>
Role of signatory (e.g. chair, director or owner)	<u>Chair</u>

Signed by setting Supervisor

Signed by Deputy Supervisor