



St Tudy Pre-school

Whistle Blowing Policy

Whistle blowing is a mechanism by which adults can voice their concerns, made in good faith, without fear of repercussions from their employer/manager or retribution from their colleagues. Whistle blowing is a term used when the person raising the concern is not usually personally or directly affected by the danger or legality.

Staff should acknowledge their responsibilities to bring matters of concern to the attention of senior management and/or relevant external agencies. This may involve concerns about danger or illegality that affects others. This may include concerns about possible fraud, crime, danger or other serious risks that could threaten children, parents/carers, colleagues or members of public or setting's own reputation.

This is particularly important where the welfare of children may be at risk. This should be reported to Cornwall's Multi Agency Referral Unit telephone number is 0300 123 1116 or out of hours 01208 251300.

Any allegation of serious harm or abuse by a staff member or a committee member to a child at the setting should be reported to the Local Authority Designated Officer : 01872 326536.

In accordance with the Public Interest Disclosure Act 1998 employment rights are protected for any staff member who voices their concerns which might otherwise be regarded as confidential.

This policy ensures:

- A climate of open communication which enable staff to voice their concerns at the earliest opportunity and thus averts a larger issue in the future.
- If an employee's concerns are misplaced, then this misunderstanding can be addressed sooner rather than later.
- Knowing that a clear whistle blowing policy is in place shows the setting is serious about dealing with malpractice and should act as a deterrent to anyone considering illegal, improper or unethical practice.

How to raise a concern:

If something is concerning you, as a first step you should raise concerns with your manager however we recognise on occasions this may not be appropriate, in which case there are the following other options to raise a concern:

Multi Agency Referral Unit telephone: 0300 123 1116

: out of hours:01208 251300

Environmental Agency: www.environment-agency.gov.uk 03708 506 506

Food Standards Agency: www.food.gov.uk 020 7276 8829

Health and Safety Executive: Tel 08701 54500 www.hse.gov.uk 0845 300 9923

Oftsed Tel: 0300 123 1231 www.ofsted.gov.uk

Police: 101

Support from 'Public Concern at Work'

Public Concern at Work is an independent charity specialising in providing individuals with free confidential and practical advice about raising concerns at work. They can help you identify how to raise a concern while minimising any risk to you and maximising the opportunity for any wrongdoing to be addressed. They can advise you how to safely and effectively raise a concern helping you to decide if you are unsure whether to raise a concern or not.

Telephone number 020 7404 6609

www.pcaw.co.uk

How the setting will respond to concerns raised internally:

All concerns raised will be treated confidentially by those involved in the reporting process. The amount of contact between the individual raising the concern and the person investigating the matter will be dependent on the issue raised.

All concerns raised will be acknowledged within 2 days

Recorded and stored in filing cabinet

Investigated and responded to within 3-5 days

Management and appropriate external agencies will be informed of the concern following the setting's line of responsibility.

Links to other policies:

This policy links to:

- Safeguarding Children
- Complaints Procedure
- Staff disciplinary and Grievance procedure

This policy was adopted at a meeting of: St Tudy Pre-school

Held on:

Date to be reviewed:

Signed on behalf of the committee:

Name of signatory: Emma Sleeman

Role of Signatory: Chair, St Tudy Pre-school

