



WHISTLE BLOWING

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

If an employee or volunteer who, acting in good faith, wishes to raise such a concern they should report the matter to the manager who will advise the employee or volunteer of the action that will be taken in response to the concerns expressed.

- Concerns should be investigated, recorded and resolved as quickly as possible and this will be monitored as a means of testing the effectiveness of our policy.
- If an employee or volunteer feels the matter cannot be discussed with the Pre-school manager, they should contact the Chairperson Louise Curtis.
- If neither of the above are suitable you can contact: Torbay Early Years Advisory Team **01803 207895** , (earlyyears@torbay.gov.uk) or OFSTED (e-mail whistleblowing@ofsted.gov.uk or call **0300 123 3155** for advice on what steps to follow. Or the NSPCC Whistleblowing Advice Line on **0808 800 5000**
- 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.



Managing Allegations

- Allegations or concerns must be referred to the designated person without delay.
- All staff report allegations to the designated person, **Karen Hornabrook**. The designated person contacts the Local Authority Designated Officer (LADO) - Ivan Sullivan 01803 208541 / 07791 133607
- If a member of staff has concerns that the designated person has behaved in a way that indicates they are not suitable to work with children as listed above, this is reported to the designated officer who will investigate further.
- If an allegation is made against the designated officer, the committee are informed.
- If an allegation or concern arises about a member of staff, outside of their work with children, and there is transferrable risk that may present a risk of harm to child/ren for whom the member of staff is responsible, the general principles outlined in these procedures will still apply.
- If a member of staff believes at any time that children may be in danger due to the actions or otherwise of a member of staff or volunteer, they must discuss their concerns immediately with the designated person.
- If after discussions with the designated person, they still believe that appropriate action to protect children has not been taken they must speak to the designated officer.
- If there are still concerns, then the whistle blowing procedure must be followed.