

3.2 WHISTLEBLOWING POLICY

Whistleblowing is raising a concern about safeguarding concerns within an organisation.

Teddy Bears Pre-school is committed to delivering a high quality pre-school service, promoting organisational accountability and maintaining public confidence.

This policy provides individuals in the workplace with protection from victimization or punishment where they raise a genuine concern about misconduct or safeguarding concerns in the organisation. The policy is underpinned by the Public Interest Disclosure Act 1998, which encourages people to raise concerns about misconduct or safeguarding concerns 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

It is designed to nurture a culture of openness and transparency within the organisation, which makes it safe and acceptable for employees and volunteers to raise, in good faith, a concern they may have about misconduct or safeguarding concerns.

An employee or volunteer who, acting in good faith, wishes to raise such a concern should normally 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 and resolved as quickly as possible.

If an employee or volunteer feels the matter cannot be discussed with the Manager, he/she should contact OFSTED on 0300 123 1231 for advice on what steps to follow.

Local Authority Designated Office (LADO) West Berks contact: Juliet Penley
Email: jpenley@westberks.gov.uk
Tel: 01635 519093

A disclosure in good faith to the Manager 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 safeguarding concerns within the organisation.



This policy was adopted by: Teddy Bears Pre-School

On: 19th February 2015

Review date: November 2016

Signed on behalf of provider: Signed 10th December 2015

Name of signatory: Karen Ashcroft

Role of signatory: Chair