



## Whistleblowing policy

### Definition

Whistleblowing is raising a concern about malpractice within an organisation.

### Protection

Southover Nursery is an organisation committed to delivering a high quality pre-school care and education, promoting organisational accountability and maintaining public confidence.

This policy provides individuals in the workplace with protection from victimisation or punishment where they raise a genuine concern about misconduct or malpractice in the organisation. 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 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.

It is not intended that this policy be a substitute for, or an alternative to the group's formal Grievance Procedure, but 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 malpractice.

An employee or volunteer who, acting in good faith, wishes to raise such a concern should normally report the matter to Charlotte Hasan (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 or she should speak to Sophie Sowter (deputy manager) and call the LADO via SPOA for advice. See contact details below.

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 malpractice within the organisation.

Contact details -

- LADO - via SPOA (01323 464222)
- Ofsted - 03001233155 or [whistleblowing@ofsted.gov.uk](mailto:whistleblowing@ofsted.gov.uk)
- NSPCC - hot line offers free advice & support to professionals with concerns about how child protection issues are being handled in their own or another organisation. Call NSPCC to talk through concerns - 0800 028 0285
- Public Concern at Work - can help you to decide whether and/or how to raise your concern - 020 74046609