

Whistle blowing policy

Policy statement

Whistleblowing is raising a concern about malpractice within an organisation.

EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe	2.1 Respecting each other	3.4 The wider context	

Procedure

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 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 contact our Early Years Advisor or OFSTED on 0300 123 4234 for advice on what steps to follow.

You may even seek advice of the regulatory body:

OFSTED

The National Business Unit

Ofsted

Piccadilly Gate

Store Street

Manchester

M1 2WD

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.

Signed on behalf of The Olive Garden Nursery

Issue 1: New Policy December 2010

Issue 1: Reviewed December 2011

Issue 2: Amendment February 2012

Issue 3: Reviewed August 2014

Issue 3: Reviewed September 2015

Issue 4: Reviewed September 2016

Issue 4: Reviewed August 2018

Reviewed October 2019