

Safeguarding & Welfare Requirement: Child Protection

Providers must have and implement a policy, and procedures, to safeguard children

Little Dragons Pre-School and Clubs



1.8 Whistleblowing Policy

Safeguarding and Welfare Requirements

Take necessary steps to safeguard and promote the welfare of children in the setting.

Policy Statement

Little Dragons provides a safe, caring and stimulating environment for all children. Therefore staff must feel confident to share any concerns they may have regarding children, parents, staff or committee members. All adults working within the setting should be observant at all times to ensure high standards of care to all children. Whilst we expect all our colleagues, both internal and external, to be professional at all times and comply with the Statutory Requirements for the Early Years Foundation Stage 2017 there may be occasions where this may not be the case.

If any member of staff has a concern they should feel at ease to be able to discuss their concern with the Pre-School Manager or Chairperson immediately to enable the concern to be resolved as soon as possible.

It is important to Little Dragons that any fraud, misconduct or wrongdoing by employees or people engaged in the organisations business, is reported and properly dealt with. Little Dragons therefore encourages all individuals to raise any concerns that they may have about the conduct of others in the early years setting or the way in which the early years setting is run.

Little Dragons recognises that effective and honest communication is essential if malpractice is to be effectively dealt with and the Little Dragon's success ensured.

Whistleblowing relates to all those who work with or within our setting who may from time to time think that they need to raise with someone in confidence certain issues relating to the setting.

Whistleblowing is separate from the grievance procedure. If you have a complaint about your own personal circumstances you should use the normal grievance procedure. If you have a concern about malpractice within the Little Dragons then you should use the procedure outlined below.

Procedures

- Report any concerns to your line manager. If this is not possible, then report your concerns to the Chairperson of the setting.
- Any matter you raise under this procedure will be investigated thoroughly, promptly and confidentially, and the outcome of the investigation will be reported back to you.
- You will not be victimised for raising a matter under this procedure. This means that your continued employment and opportunities for future promotion or training will not be prejudiced because you have raised a legitimate concern.
- Victimisation of an individual for raising a qualified disclosure will be a disciplinary offence.
- If misconduct is discovered as a result of any investigation under this procedure the setting's disciplinary procedure will be used, in addition to any appropriate external measures.
- If you make a maliciously, vexatious or a false allegation then this will be considered to be a disciplinary offence and disciplinary action will be taken against you.
- An instruction to cover up wrongdoing is itself a disciplinary offence. If you are told not to raise or pursue any concern, even by a person in authority such as a manager, you should not agree to remain silent. In this event you should report the matter to the Chairperson of the setting.

For further information please refer to our Safeguarding policy

This policy was adopted at a meeting	Little Dragons Pre-School	(name of provider)
of	November 2017	(date)
Held on	November 2018	(date)
Date to be reviewed		
Signed on behalf of the management committee		
Name of signatory	Rob Lord	
Role of signatory (e.g. chair/owner)	Chairperson	