

Safeguarding and Welfare Requirement: Child protection

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

Woolpit ARC

1.7 Whistle- blowing policy

Woolpit ARC is committed to delivering a high quality service which is accountable and maintains public confidence.

Whistleblowing is raising a concern about misconduct or malpractice within an organisation.

Our setting will not accept or condone any behaviour by staff or other adults associated with the setting that is contrary to the setting's aims and objectives, policies and procedures.

This policy provides staff, students and volunteers with protection from victimisation or punishment where they raise a genuine concern about misconduct or malpractice within the setting. 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.

This policy does not replace the setting's Grievance Procedure or Complaints Policy, but is designed to nurture a culture of openness and transparency within the setting, which makes it safe and acceptable for staff, students and volunteers to raise, in good faith, a concern they may have about misconduct or malpractice, by ensuring that:

- Staff, students and volunteers are encouraged to report any instances of unsatisfactory practice that they observe at the setting
- Staff, students and volunteers are encouraged to discuss any concerns they have at staff meetings, appraisals etc.
- An open door policy exists for all staff to enable them to express concerns at any time.

Any member of staff, student or volunteer who wishes to raise such a concern should normally in the first instance report the matter to the manager who will advise of the action that will be taken in response to the concerns expressed. Concerns should be investigated and resolved as quickly as possible.

If a member of staff, student or volunteer feels the matter cannot be discussed with the manager, he or she should do the following:

Contact the Chairperson to inform them of your concerns. The Chair will then start an investigation into the concern keeping the member of staff informed. If it is a safeguarding concern then the Safeguarding policy and procedure for allegations against staff should be followed.

If the member of staff, student or volunteer feels they cannot talk to the Chairperson then they could contact the NSPCC whistleblowing helpline for advice on **0800 028 0285**.

Ofsted can also be contacted on **0300 123 1231** for advice on what steps to follow.

This policy will be reviewed annually

This policy was adopted on 30/3/11

Review date: January 2020

Signed:

On behalf of Woolpit ARC

Name in full: Jackie Grant

Position: Manager