



## **Whistleblowing Policy**

The Grove Nursery,  
All Saints Church Hall,  
Weybourne Way,  
New Haw, Addlestone,  
Surrey, KT15 3DH



## **Whistleblowing Policy**

Whistleblowing is an important aspect of safeguarding children, where staff, volunteers and students are encouraged to share genuine concerns about colleague's behaviour.

The Public Disclosure Act 1988, known as the Whistleblowing Act is intended to promote internal and regulatory disclosures and encourage workplace accountability.

This act will apply when a worker has a reasonable concerns relating to one of more of the following breaches/offences.

- Danger to the health and safety of an individual
- A criminal offence
- A miscarriage of justice
- Breach of legal obligation
- Damage to the environment
- Deliberate covering up of information tending to show any of the above

Any staff member who belief that any other staff member they work alongside is behaving in a way that raises any of these concerns will be doing their duty and acting in the public interest by speaking out.

### **Procedure for raising concerns**

The staff member should make their concerns verbally or in a written report to the manager **Allison Brown** should the concerns relate to the manager then the staff member must make their concerns known to the deputy managers **Julie DeDoncker** or **Philippa Williams**.

The staff member will be expected to demonstrate the reasons for making the disclosure and have an honest and reasonable suspicion that malpractice has taken place or is likely to occur.

All concerns both verbally or in a written report will be treated in confidence and investigated. However it must also be stressed that it may become necessary to disclosure the origin of the complaint during the course of the investigation, therefore their identity may be revealed.

Concerns that fall within safeguarding, conduct or discrimination issues the specific producers will then take place.

The staff member who raised the concerns will be made aware of how the nursery intends to deal with the concerns within 15 working days of their concerns being raised.

If an allegation is made for a personal gain or maliciously then the nursery may take disciplinary action against the staff member who has raised the concerns.

**Signed Allison Brown**

**Date 05.09.2013**

**Review September 2014**