Whistleblowing Policy

Policy created	01.09.2012	Version number	6.2
Last reviewed	01.11.2026	Next review date	01.11.2027

Introduction

Within organisations that provide services for, or work with, children, issues about safeguarding and promoting the welfare of children are paramount. As one such organisation, we promote a culture that enables such issues to be addressed in a timely and appropriate manner.

We are committed to running the Pre-school with honesty and integrity and expect all staff to maintain high standards. Any wrongdoing should be reported as soon as possible.

What is whistleblowing?

Whistleblowing is the reporting of malpractice or suspected malpractice in or relating to the Pre-school (for example, crimes, civil offences, miscarriages of justice, dangers to health and safety or the environment), and/or the cover up of any of these.

What does the law say?

The Public Interest Disclosure Act (PIDA) 1998 ("the Act"), is intended to promote internal and regulatory disclosures and encourage workplace accountability and self-regulation. The Act protects the public interest by providing a remedy for individuals who suffer workplace reprisal for raising a genuine concern, whether it is a concern about child safeguarding and welfare systems, financial malpractice, danger, illegality, or other wrongdoing. The concern may relate to something that is happening or has happened in the past.

Under the Act, workers are protected from reprisals for raising qualifying concerns, but they must have a reasonable belief that they are acting in the public interest and not for personal gain to be given this protection.

The Act covers all workers, including temporary agency staff. It does not cover the genuinely self-employed or volunteers. The Act also provides protection should individuals have difficulty gaining a reference from an employer because they have raised a concern. It makes it clear that any clause in a contract that purports to gag an individual from raising a concern that would be protected under the Act is void.

For more information on the law visit: www.pcaw.org.uk/guide-to-pida

Raising a concern about safeguarding failures or other wrongdoing at Plymtree Pre-school

You should first raise your concern internally with the Pre-school Leader or Setting Manager.

If you feel unable to do this (perhaps because your concern relates to them) you should raise your concern with the Chairperson. Contact details for the Setting Manager and the Chairperson are given at the end of this policy.

It is advisable for you to put your concerns in writing. On receipt of a concern, we will arrange a meeting with you as soon as possible to discuss it. You may bring a colleague or union representative to this meeting. Please remember that such discussions are strictly confidential.

If you are worried at any stage about how to raise your concern, you should seek independent advice at the earliest opportunity. This may be to check who may be best placed to deal with your concern or simply to talk the matter through in confidence first and discuss how to raise your concern, i.e. union, professional body, early years and childcare advisor.

If you have raised your concern internally but feel it has not been properly addressed, if the problem recurs or if you feel unable to raise your concern at any level within the Pre-school, you may feel that you need to raise your concern externally.

If you do feel you need to raise your concerns externally, there are prescribed bodies to whom disclosures can be made. In the context of early years' care, it will usually be most appropriate to raise concerns with Ofsted or, if you are a student, your educational establishment. Public Concern at Work operates a helpline (**020 7404 6609**) and can provide advice.

Who to contact

If your concern is about an immediate or current risk to an individual child or children, you should contact:

FRONT DOOR (formerly MASH) on 0345 155 1071

OFSTED WHISTLEBLOWING HOTLINE

- By phone: 0300 123 3155 (Monday to Friday from 8.00 am to 6.00pm)
- By email to the whistleblowing team whistleblowing@ofsted.gov.uk
- By post: WBHL, Ofsted, Piccadilly Gate, Store Street, Manchester M1 2WD

The Ofsted hotline can be used by anybody who has a whistleblowing concern about services or practice in any local authority, or in a care or educational setting regulated and inspected by Ofsted, including:

- Employees and former employees
- Agency staff currently and formerly working within care or educational settings
- Voluntary workers in care or educational settings

Within the setting

Setting Manager – Clare Livingstone tel. 07928786673 (Pre-school) or 07909114375 (Home)

Chairperson – Anna Shelbourne tel. 07947928114

Confidentiality

If you want to raise your concerns anonymously, it may be harder for your complaint to be investigated. However, every effort will be made to keep your identity secret and only reveal it where necessary to those involved in investigating your concerns.

Document History

Date	Change details	Reviewed by
26/9/2012	New template	Jackie Crowe
06/03/2013	Reviewed – no changes	Rowan Pettitt
21/04/2013	Changed 'Playgroup' to 'Pre-school'	Rowan Pettitt
18/09/2013	Changed chairperson and telephone number, updated some of the "track changes" mistakes and updated logo	Julie Pearce
01/04/2014	Policy reviewed	Julie Pearce
23/01/2015	Various parts of the policy updated for clarity. Also removed those parts of the policy which were more Ofsted specific. Contact details for raising a complaint within the setting updated.	Ellie Hibberd
03/12/2015	Policy reviewed – Chair changed to Ellie Hibberd, revised contact number	Rowan Pettitt
03/08/2016	Policy reviewed – no changes	Rowan Pettitt
01/01/18	Policy reviewed, phone numbers and website links checked. No changes.	Rowan Pettitt
16/05/18	Play Leader changed to Preschool Leader	Ellie Hibberd
02/10/18	Policy reviewed – Chairperson details updated from Ellie Hibberd to Charlotte Martin and contact details amended accordingly.	Donna Manser
01/10/19	Policy reviewed – Chairperson details updated from Charlotte Martin to Daryl Spicer and contact details amended accordingly.	Donna Manser
06/10/19	MASH email address amended	Clare Livingstone
23/10/20	Policy reviewed – Chairperson details updated from Daryl Spicer to Becky Whitfield and contact details amended accordingly.	Anna Shelbourne
22/09/21	Policy reviewed – no updates	Anna Shelbourne
29/09/22	Policy reviewed – no update	Anna Shelbourne
01/09/23	Policy reviewed – no update	Charlotte Gibbins
01/09/24	Policy reviewed – no update	Charlotte Gibbins

08/01/2025	Policy reviewed – Ofsted number updated, Becky Whitfield updated to Hannah Whitfield in places	Elaine Trude
01/10/25	Policy reviewed – updated details for who to contact with concerns. Changed MASH to Front Door. Added correct tel nos. for Setting Manager.	Clare Livingstone
01/11/26	Policy reviewed – updated chairperson details to Anna Shelbourne	Clare Livingstone