



1.3 Whistleblowing

EYFS: The Safeguarding and Welfare Requirements
3.4-3.18, 3.22

Definition: Whistleblowing is the term used when a worker passes on information concerning wrongdoing within the organisation.

Policy Statement

Sunrise Community Nurseries (Sunrise) is committed to delivering a high-quality early years' services, promoting accountability and maintaining public confidence.

This policy provides individuals in the workplace with protection from victimisation or punishment when they raise a genuine concern about misconduct or malpractice in 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.

It is not intended that this policy be a substitute for, or an alternative to, the setting's formal complaints procedure. It is designed to nurture a culture of openness and transparency within the setting, which makes it safe and acceptable for employees and volunteers to raise, in good faith, a concern they may have about misconduct or malpractice.

Procedures

- At Sunrise, we expect all our colleagues, both internal and external, to be professional at all times and hold the welfare and safety of every child as their paramount objective.
- We recognise that there may be occasions where this may not happen, and we have in place a procedure for staff to disclose any information that suggests children's welfare and safety may be at risk.
- We expect all team members to talk through any concerns they may have with their line manager at the earliest opportunity to enable any problems to be resolved as soon as they arise.

Disclosure of information

If, in the course of your employment, you become aware of information which you reasonably believe indicates that a child is, or may be at risk of harm and/or one or more of the following may be happening, you **MUST** use the Nursery's disclosure procedure set out below:

- That a criminal offence has been committed or is being committed or is likely to be committed
- That a person has failed, is failing or is likely to fail to comply with any legal obligation to which they are subject (e.g. EYFS 2021, Equalities Act 2010)



- That a miscarriage of justice has occurred, is occurring, or is likely to occur
- That the health or safety of any individual has been, is being, or is likely to be endangered
- That the environment, has been, is being, or is likely to be damaged
- That information tending to show any of the above, has been, is being, or is likely to be deliberately concealed.

When making a protected disclosure:

- You must believe it to be substantially true
- You must not act maliciously or make false allegations
- You must not seek any personal gain.

It is not necessary for the employee to have proof that such an act is being, has been, or is likely to be, committed; a reasonable belief is sufficient.

Disclosure procedure

- Where you reasonably believe one or more of the above circumstances listed above has occurred, you should promptly disclose this a member of the Nursery Management Team, (Nursery Manager, Deputy Manager or Office Manager) so that any appropriate action can be taken.
- If it is inappropriate to make such a disclosure to the above named Managers (i.e. because it relates to them) you should speak to **Florence Chiwetu** at florence@sunrisechildren.uk or on **07958 482 516**
- Employees will suffer no detriment of any sort for making such a disclosure in accordance with this procedure. For further guidance in the use of the disclosure procedure, employees should speak in confidence to one of the Nursery Management Team
- An employee or volunteer who, acting in good faith, wishes to raise such a concern should report the matter to the Nursery Management Team who will advise the employee or volunteer of the action that will be taken in response to the concerns expressed. Concerns will be investigated and resolved as quickly as possible.
- Any employee who is involved in victimising employees who make a disclosure, takes any action to deter employees from disclosing information or makes malicious allegations in bad faith will be subject to potential disciplinary action which may result in dismissal
- Failure to report serious matters can also be investigated and potentially lead to disciplinary action which may result in dismissal

A disclosure in good faith to the Nursery Management Team 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 setting.

Safeguarding and Child Protection

- If a disclosure relates to child protection or safeguarding then the please refer to policy **1.1 Safeguarding and Child Protection**.



- If staff have any safeguarding concerns about a colleague, whether it be staff, student or volunteer, then they need to speak to the DSL or Deputy DSL immediately.
- As with all disclosures, if the safeguarding concern involves the DSL or Deputy DSL, then they can in the first instance speak to one of the others, or directly to Florence Chiwetu.
- Should the staff member feel that that any Safeguarding concern they take to the DSL, Deputy DSL and/or Florence Chiwetu is not being dealt with or taken serious, then they must call the Local Authority Designated Officer (LADO).
- Staff can go directly to the LADO at any point, and do not need to exhaust other avenues.
- The telephone numbers of the (LADO), the local authority children's social care team and Ofsted are posted around the nursery so all staff may contact them directly if they cannot talk to anyone internally about the issues/concerns observed

Reporting of staff Safeguarding Allegations

Please note these allegations could include allegations of harm or abuse off the nursery premises.

- If a safeguarding allegation is made to the DSL, then the staff member must be immediately removed from working with children and a decision needs to be made on whether the staff member should be suspended pending further investigation.
- The DSL needs to contact the LADO to inform them of the allegation and whether or not the staff member has been suspended.
- The DSL must then carry out a full investigation and share the findings with the LADO.
- The DSL must inform Ofsted of the allegation as soon as is reasonably possible, but no later than 14 days from when the allegation was made.
- **In the absence of the DSL then these actions will be carried out by the Deputy DSL or in the case that the allegation is against the DSL, then this would be Florence Chiwetu.**

Referral paperwork.

- The LADO referral form can be found on the nursery server under Management /Safeguarding,
- There is also a copy saved under Staff/Safeguarding so that any staff members can access this, or they can of course call them/email the LADO directly. Additionally hard copies are kept in a drawer in the office that staff can access at any time.
- To refer to Ofsted the DSL needs to complete an online form: <https://www.report-childcare-incident.service.gov.uk/serious-incident/childcare/update-incident/>
- Staff can call the Ofsted helpline directly.



Key Safeguarding Contacts:

Mikki Parkes – Head of Quality and Development

Designated Safeguarding Lead

mikki@sunrisechildren.uk

020 7639 1802 /07736 296 753

Anmarie Arthurton – Deputy Manager

Deputy Designated Safeguarding Lead

roseline@sunrisechildren.uk

020 7639 1802

Roseline Alexander – Office Manager

Deputy Designated Safeguarding Lead

roseline@sunrisechildren.uk

020 7639 1802

Florence Chiwetu – Early Years Strategic Lead

florence@sunrisechildren.uk

07958 482 516

Allegations against staff must be reported to The Local Authority Designated Officer (LADO)

Caroline Aitkens

LewishamLado@lewisham.gov.uk - please email a LADO referral form

020 8314 7280 (Voicemail Service)

Legal framework

- Public Interest Disclosure Act 1998
- Employment Rights Act 1996

Reviewed: June 2023	Next review date: October 2023
Signed on behalf of the nursery: <i>Mikki Parkes</i>	