



# Whistleblowing Policy

Updated 08 February 2018

This policy is designed to provide guidance to all those who work with or within the setting who may from time to time feel that they need to raise certain issues relating to the setting with someone in confidence.

Workers who in good faith raise genuine concerns under this policy will not under any circumstances be subjected to any form of detriment or disadvantage as a result of having raised their concerns.

## Procedure

1. This policy will apply in cases where staff genuinely and in good faith believe that within the setting:
  - a. a criminal offence has been committed, is being committed or is likely to be committed
  - a. a person has failed, is failing, or is likely to fail to comply with any legal obligation to which he or she is subject
  - b. a miscarriage of justice has occurred, is occurring or is likely to occur
  - c. the health and safety of any individual has been, is being or is likely to be endangered
  - d. the environment has been, is being or is likely to be damaged
  - e. information tending to show any matter falling within any one of the preceding paragraphs has been, is being or is likely to be deliberately concealed.
2. There is no need for an employee to prove that the breach or failure that they are alleging has occurred or is likely to occur. A reasonable suspicion will suffice, ie where the employee reasonably believes that the information disclosed is substantially true. Employees should, however, note that they are not entitled to make a disclosure if in so doing they commit a criminal offence.
3. Staff should be aware that the policy will apply where a disclosure is made in good faith and where they reasonably believe that the information disclosed and any allegation contained in it are substantially true. If any disclosure is made in bad faith (for instance, in order to cause disruption within the setting), or concerns information which staff do not substantially believe is true, or indeed if the disclosure is made for personal gain, then such a disclosure may constitute a disciplinary offence.

## Ofsted Whistleblower hotline



An Ofsted whistleblower hotline is available for anybody who wants to contact the regulator to report concerns about practices and procedures for the safeguarding of children in early years services.

The hotline can be contacted in three ways.

1. By phone on 0300 123 3155 (Monday to Friday from 8.00am to 6.00pm).
2. By e-mail at: [whistleblowing@ofsted.gov.uk](mailto:whistleblowing@ofsted.gov.uk).
3. By letter at: WBHL, Ofsted, Piccadilly Gate, Store Street, Manchester M1 2WD.