



EYFS: The Safeguarding and Welfare Requirements
3.4 – 3.8

Child Protection

3a.3 Whistleblowing

Policy Statement

Whilst 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, there may be occasions where this may not be happening.

At Auden Place we have developed a culture of openness and honesty, where staff feel safe and comfortable to approach the senior staff and management with any concern, no matter how little or insignificant it may seem at the time. In the case of any safeguarding concerns, they would be taken straight to the CPO directly or email cp@audenplace.co.uk

Procedures

It is vital that all team members talk through any concerns they may have with their line manager at the earliest opportunity to enable any problems to be ironed out as soon as they arise.

Disclosure of information

If, in the course of your employment, you become aware of information which you reasonably believe tends to show one or more of the following, 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)
- That a miscarriage of justice that 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, is being, or is likely to be, deliberately concealed.

Disclosure procedure

- If this information relates to safeguarding then the nursery safeguarding policy should be followed, with particular reference to the staff and volunteering section
- Where you reasonably believe one or more of the above circumstances listed above has occurred you should promptly disclose this to your manager so that any appropriate action can be taken. If it is inappropriate to make such a disclosure to your manager (i.e. because it relates to your manager) you should speak to Management Committee.



- 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 the nursery manager
- Any disclosure or concerns raised will be treated seriously and will be dealt with in a consistent and confidential manner and will be followed through in a detailed and thorough manner
- 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 or disclosures 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

Inappropriate behaviour which may cause child protection/safeguarding concerns

It is extremely important to take notice and get immediate advice from your manager if you see a member of staff doing any of the following:

- Making inappropriate sexual comments, whether in front of the children or other members of staff
- Holding inappropriate images on their mobile phone
- Using a mobile phone in the nursery, particularly taking photographs
- Seeming to show particular attention to one individual child beyond what you would think is within their usual role.
- Taking a child somewhere where they cannot be observed by other members of staff
- Teasing a child or making jokey remarks that could make the child feel uncomfortable or distressed.
- Seeming to openly dislike a child and treating them differently from other children.
- Making critical remarks about a child or their family in relation to their ethnic, religious, cultural or economic background.
- Being reluctant to share appropriate information about a child in the context of safeguarding and child protection.
- Using their outside knowledge about a child or family to spread inappropriate personal information or “gossip”.

Remember that while all members of staff will have been DBS checked (please also see policy 3b.1 Procedure of Obtaining DBS Clearance), this will only provide information that is already on record. It will not cover anything that has not been known about and if you see a member of staff behaving in a way that does not seem right, the fact that they have been DBS checked does not mean they have not done anything wrong. You must always share any information with your manager.

Dealing with a whistleblowing situation

- When something is brought to the attention of management, they must of course take the situation seriously, but similarly to when you receive a disclosure from a child, you must not make presumptions, jump to conclusions nor ask leading questions.
- Management must ask the “Whistleblower” to write up a full report of their concerns and email it the designated person to cp@audenplace.co.uk



- The staff in question would then be invited to an investigatory meeting and the situation would need a full investigation before any decisions are made. In a Safeguarding concern, the staff member may need to be suspended on full pay as per policy 3a.2 Safeguarding and Child Protection. (please also see policy 4.4 Grievance and Disciplinary)
- Any management employee who inappropriately deals with a whistle blowing issue (e.g. failing to react appropriately by not taking action in a timely manner or disclosing confidential information) may be deemed to have engaged in gross misconduct which could lead to dismissal.
- For further “Musts Always” and “Must Nevers” please see policy 3a.2 - Safeguarding Children and Child Protection as they can also be used in this situation.