



Little Acorns

LITTLE ACORNS PRE-SCHOOL

POLICIES

WHISTLE-BLOWING POLICY

Definition:

Whistle-blowing is raising a concern about malpractice within an organisation.

Procedure:

This is our procedure for reporting any

- Criminal offence (fraud, corruption)
- Deficiencies in the care of children
- Failure to comply with any legal obligation
- Miscarriage of Justice
- Danger to health and safety of an individual and/or environment
- Deliberate concealment of information about any of the above.

Please report this issue to the Manager at the time it comes to your attention. If no response from the Manager then please report it in writing to the Pre-School Governors, to be addressed to The Chair of the Governors, Little Acorns.

If an employee or volunteer feels the matter cannot be discussed with the Manager or the Governors, or that no appropriate action is taken, he or she should contact our Early Years Advisor or OFSTED on 0845 601 4772 for advice on what steps to follow.

BEFORE you contact the whistle-blowing hotline - be sure to record and/or document any relevant facts. Any report to the whistle-blowing team will be held in **complete** confidentiality, and no repercussions will be felt by any person calling this team regardless of the outcome.

You can contact the hotline in three ways:

- Call us on 0300 123 3155 (Monday to Friday from 8.00am to 6.00pm).
- Email us at whistleblowing@ofsted.gov.uk.
- Write to us at:
WBHL
Ofsted
Royal Exchange Buildings
St Ann's Square
Manchester
M2 7LA.

Whistle-blowing is very different from making a complaint.

If you wish to make a complaint please follow the complaints procedure.

Signed

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