

**Willow Day Nursery**

**2A High Street**

**Dodworth**

**S75 3RF**

**Manager: Mrs Victoria Dickinson**

**Deputy Manager: Mrs Katie Fletcher**

**Whistleblowing**

**Policy**

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| **Date of Next Review** | **January 2026** |

**Aims of the Policy**

* To encourage and support staff, volunteers and students to raise concerns and to question and act about practice and concerns
* To provide guidance on how to raise concerns in confidence and without fear of consequences
* To ensure that all concerns raised are acted upon and that staff, volunteers and students are aware of how to purse them if they are unsatisfied with how the concerns have been acted upon or resolved

This policy applies to all members of staff, volunteers and work experience students. It is everyone’s responsibility to ensure and maintain the welfare of children and staff.

If you have concerns about the conduct of a member of staff, volunteer or student it is your duty to share this with a member of the Management team immediately. All concerns will be listened to acted upon appropriately. If your concern is about the Manager, you must report your concerns to the LADO.

We expect all members of staff, volunteers and students to conduct themselves in a professional manner at all times and promote the highest standards of welfare and safety for each child in our setting at all times.

We facilitate an open and supportive environment where all staff feel able to raise concerns without fear or reprisal.

**What is whistleblowing?**

Whistleblowing is when someone who works in an organisation raises concerns about the conduct of colleagues.

This policy is underpinned by the Public Interest Disclosure Act 1998. This act encourages people to raise concerns about misconduct in the workplace, to promote good governance and accountability in the public interest. The act covers behaviour that amounts to:

* A criminal offence
* Failure to comply with any legal obligation
* A miscarriage of justice
* Danger to health and safety of an individual and/or environment
* Bullying, humiliation, discrimination, poor practice, unsafe practice, abuse or neglect
* Deliberate concealment of information about any of the above
* Breaches of nursery policies or procedures
* Any other behaviour that could harm the reputation of the nursery or the well-being of the children

We recognise that the decision to report a concern can sometimes be a difficult one to make, however concerns must not be ignored and it is your duty to report these.

Willow Day Nursery will not tolerate harassment or victimisation of anyone reporting a concern in good faith.

This policy should be read in conjunction with the Code of Conduct, Safeguarding and Complaints Policy.

 **Don’t think ‘What if I’m wrong?’, think ‘What if I’m right’.**