WELTON
FREE RANGERS
FOREST SCHOOL
NURSERY

Whistleblowing Policy

January 2017

At Free Rangers Forest School ltd we are aware that Employees are likely to be the first to realise if there are any serious problems or concerns. We appreciate that these concerns are not always easy to express due to fear of harassment or victimisation. We have therefore devised this policy to encourage employees to adhere to our high standards of confidentiality and enable employees to voice concerns without fear and with an understanding that procedures are in place to protect them.

A Staff member may feel the need to raise a concern if they witness another staff member, parent or carer, or indeed anyone involved with the nursery doing the following:

- Going against nursery policies and procedures
- Falling below the standards expected by Free Rangers
- Causing a health and safety risk
- Contributing to a safeguarding incident
- Demonstrating behaviours/actions that the individual feels should be reported

Should an employee witness any of the above or feel they need to raise a concern regarding any matters they should contact their manager in the first instance. If the concern refers to the manager or the manager is not present the deputy manager should be consulted.

The manager approached will follow the procedure below:

- Discuss the concern raised and take notes

- [?] Contact the Local Authority Designated Officer (LADO) to seek advice
- [?] Follow the advice of the LADO and take action where required

Management at Free Rangers will not tolerate harassment and victimisation of staff and will protect the identity of the employee raising the concern and keep discussions confidential. It must however be appreciated that should an investigation take place the source of the information will be disclosed to relevant agencies.

Useful contacts:

Jackie Deas (LADO) 01225 396810

Children and Families Assessment and Intervention Team on 01225 396312 or 01225 396313

Last reviewed in Jan 2017