



Holly Hill Nursery

WHISTLEBLOWERS POLICY

DRAFT



Policy title	WHISTLEBLOWERS POLICY
Policies that inter-relate	
Date of last review	Jan 2019
Reviewer name and position	Kirsten Swales - Teacher June Allport – Manager Jeff Hurst – Company Director Imogen Carr - Teacher Jan Smith - Deputy Manager Imogen Carr - Teacher
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Version No	Date	Amendments	Authorised by
V.1		N/A original policies	Susan Clarehough
V.2			



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1. Introduction and history around Whistle Blowing Act 1998

The Public Interest Disclosure Act (commonly known as the Whistle Blowing Act) received Royal assent on 2nd July 1998. The Act provides legal safeguards for people at work who disclose wrong doing or dangerous practice in the public interest.

The management of Holly Hill Nursery will take any malpractice seriously and as such this policy details the procedure to be followed by all individuals who believe anyone is acting in an unethical manner.

The whistle blowing policy is distinct from organisations discipline and grievance policies. These policies will be used when the matter concerned relates to an individual's employment with the nursery rather than the practices of the Nursery as a whole.

The Management of Holly Hill Nursery will ensure that anyone making a disclosure is protected from victimisation and discrimination, however, deliberate false or malicious allegations will be dealt with under the Nursery's disciplinary procedure and dependant on the severity of the situation may lead to summary dismissal.

2 Aims of the policy

This policy aims to provide a channel and process to raise genuine concerns; to deter serious malpractice; and to promote accountability throughout the organisation.

3 Disclosures

To attract protection through this policy the information must, in the reasonable belief of the individual show;

- a) Any form of physical or verbal abuse
- b) Failure to meet the required standards as defined in the Nursery's Policies & Procedures
- c) Theft or damage to property or equipment.
- d) Breach of confidentiality contracts
- e) A person has failed to comply with or is likely to fail to comply with legal obligations.
- f) If the Health & Safety of an individual has been; is being;



or is likely to be endangered or the environment has been; is being; or is likely to be damaged.

4 Making a Disclosures

The Management of Holly Hill Nursery aim to resolve all issues as close to possible to the point of complaint. Any individual who wishes to raise a concern under the Whistle Blowing Policy should state the reason for their concern to the Officer in Charge or Nursery Owner. Management will then meet with the person concerned and go through the process of investigation. If for some reason the matter cannot be resolved then it may be necessary for the management to obtain advice from an external source. **Public Concerns at Work; Telephone 0207 4046609**

**Refer to Staff Employees handbook pages 23-31
or
Capability & Disciplinary Procedures**

