



DEAN CLOSE
LITTLE TREES
NURSERIES

DEAN CLOSE NURSERIES LIMITED

Independent Day Nursery

**Whistleblowing Policy
(NL028)**

Dean Close Nurseries Ltd is wholly owned by The Dean Close Foundation,
registered Charity No: 1086829

Date of Issue: March 2022
Review Date: December 2023
Owner: Area Manager

DEAN CLOSE NURSERIES LIMITED

WHISTLEBLOWING POLICY

(Cross Reference to Safeguarding Policy)

Dean Close Nurseries Ltd expects all staff to act professionally and in the best interests of children at all times.

In the event of any member of staff /volunteer/adult having concerns about the actions or behaviour of any other person employed, working or volunteering within the setting, they must take appropriate action to their concerns and the person involved.

As a childcare provider we recognise that the person reporting the concern is a witness, not a complainant.

Confidentiality and anonymity will be maintained and respected unless any investigation and outcome would be compromised by the circumstances and nature of the concern/incident such as in Child protection issues.

As a childcare provider we will:

- ensure a fair and thorough investigation of any issues
- ensure investigations undertaken are recorded accurately and appropriately
- work cooperatively with other organisations and professionals as necessary and appropriate to the concern or issue being investigated
- take any necessary disciplinary action in line with employment law and setting procedures, where staff have failed in their duty to act professionally and in the best interests of the children in the care

Failure to report Child protection concerns will result in disciplinary action being taken

Taking action and reporting concerns

Concerns relating to the actions of a member of staff/volunteer/visitor (excluding the Nursery Manager/ deputy manager):

- These must be raised with the Nursery Manager or in the absence of the nursery manager, the Deputy manager

If having raised the matter, the person reporting the concern believes it has not been dealt with satisfactorily or appropriately, then it must be raised with and reported to the Area Manager.

If this is not appropriate then the relevant authority must be informed.

Concerns relating to the actions of Nursery Manager

- These must be raised with and reported to the Area Manager.

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If having raised the matter, the person reporting the concern believes it has not been dealt with satisfactorily or appropriately then it must be raised with and reported to the relevant inspectorate.

If it is not appropriate to raise the matter or report the issue with the Area Manager then the relevant inspectorate must be informed directly or alternatively to the Bursar or Warden of the Foundation.