



Name:	Date written:
Whistleblowing Policy	2021
Written by/Reviewed by:	Date of Review:
Louise Lloyd Evans/Emma Holmes	12/3/24
Policy Statement	
<p>This policy applies to all employees and applies equally to those designated as apprentices, temporary staff, or work experience students.</p> <p>As childcare providers, it is our individual responsibility to maintain the welfare of both the children and staff.</p> <p>It is our duty to express any concerns or issues to a senior member of staff as soon as we notice anything that could raise concern.</p>	
Aims and Purpose	
<ul style="list-style-type: none"> • To encourage staff to feel confident in raising concerns and to question and act upon concerns and practise • To provide avenues for staff to raise concerns in confidence and receive feedback on any action taken • To reassure staff that they will be protected from possible reprisals or victimisation if you have a reasonable belief that staff have made a disclosure in good faith. • To ensure that staff receive a response to their concerns and that they are aware of how to pursue them if they are not satisfied. 	
Applicability	
Definition of Terms	
<p>Whistleblowing is a term used when someone who works in or for an organisation wishes to raise concerns about malpractice in the organisation. Whistleblowing encourages and enables staff to raise serious concerns within the nursery, rather than overlooking a problem or “blowing the whistle” outside.</p> <p>The nursery is committed to the highest possible standards of openness, integrity, and accountability.</p> <p>Making a disclosure in the public interest (whistleblowing) is essential for keeping children safe in the setting and to ensure good quality practice across the setting.</p> <p>This policy is underpinned by the Public Interest Disclosure Act 1998, which encourages people to raise concerns about misconduct or malpractice in the workplace, in order to</p>	

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

LADO: Local Authority Designated Officer

Overview

Concern/Complaints/Allegations Procedure

The LADO

What is an allegation?

What happens when an allegation is made?

LADO procedures

Whistleblowing Procedures Flow Chart

Procedures

Concern/Complaints/Allegations Procedure

We ensure that all parent/carers and team members know how to complain about staff, including cover staff, students, and volunteers within the nursery, which may include an allegation of abuse. All concerns raised regarding the welfare of children at the nursery will be investigated and for the sake of the child, family, and the nursery staff we ask that privacy is maintained and confidentiality is respected while these concerns are being investigated.

That concern could amount to:

- A member of staff or volunteer has behaved in a way that has harmed a child, or may have harmed a child, or
- Possibly committed a criminal offence against or related to a child, or
- Behaved towards a child or children in a way that indicates s/he may pose a risk of harm to children, or
- Behaved or may have behaved in a way that indicates they may not be suitable to work with children.

An allegation can be made in several ways:

- Directly by the child in person.
- Indirectly, for example by friend/s of the child.
- Complaint from a parent/carer to a member of staff, Children's Social Care or the Police.
- Report from a colleague or another agency.
- Anonymously.

The LADO

- The LADO is responsible for co-ordinating the response to concerns that an adult who works with, cares for or volunteers with children, may have caused them or could cause them harm.
- The LADO gives advice and guidance to employers, organisations and other individuals who have concerns about the behaviour of an adult who works with children and young people.
- The council has a statutory responsibility to have a Local Authority Designated Officer (LADO)
- The B&H LADO is Kay Whitcroft who works Monday to Friday each week. Her manager is Gail Alsop and they work within the Front Door for Families team.

What is an allegation?

An allegation may relate to a person who works with children who has:

- behaved in a way that has harmed a child, or may have harmed a child
- possibly committed a criminal offence against or related to a child
- behaved towards a child or children in a way that indicates they may pose a risk of harm to children
- behaved or may have behaved in a way that indicates they may not be suitable to work with children

What happens when an allegation is made?

Management will contact the LADO for advice which may result in a formal referral. Having received a referral, the LADO undertakes an Initial Evaluation to establish if the threshold of 'harm' or 'risk of harm' is met. The LADO is there to oversee allegations against staff and volunteers who work with children Please note concerns regarding safeguarding to a child to always be reported to Front Door for Families and not the LADO – urgent concerns out of office hours must be reported to the police. We will also contact our Early Years Adviser at the council.

LADO Procedures

If LADO threshold is met the LADO will:

- co-ordinate the safeguarding and investigative process including liaising with police and other agencies.
- chair a LADO 'Allegations Meeting' to enable the sharing of information between agencies and professionals, plan any enquiries, set actions and agree timescales.
- monitor the progress of investigations to ensure they are dealt with as quickly as possible, consistent with a thorough and fair process.
- consider if the matter should be dealt with under disciplinary procedures LADO outcomes

If LADO threshold has been met and an investigation has taken place the LADO will ask the employer for an outcome to be recorded.

The categories of outcome are:

- substantiated: The allegation supported by evidence of proof.
- unsubstantiated: The allegation is neither proven nor disproven. This means it is not known if the individual is guilty or innocent.

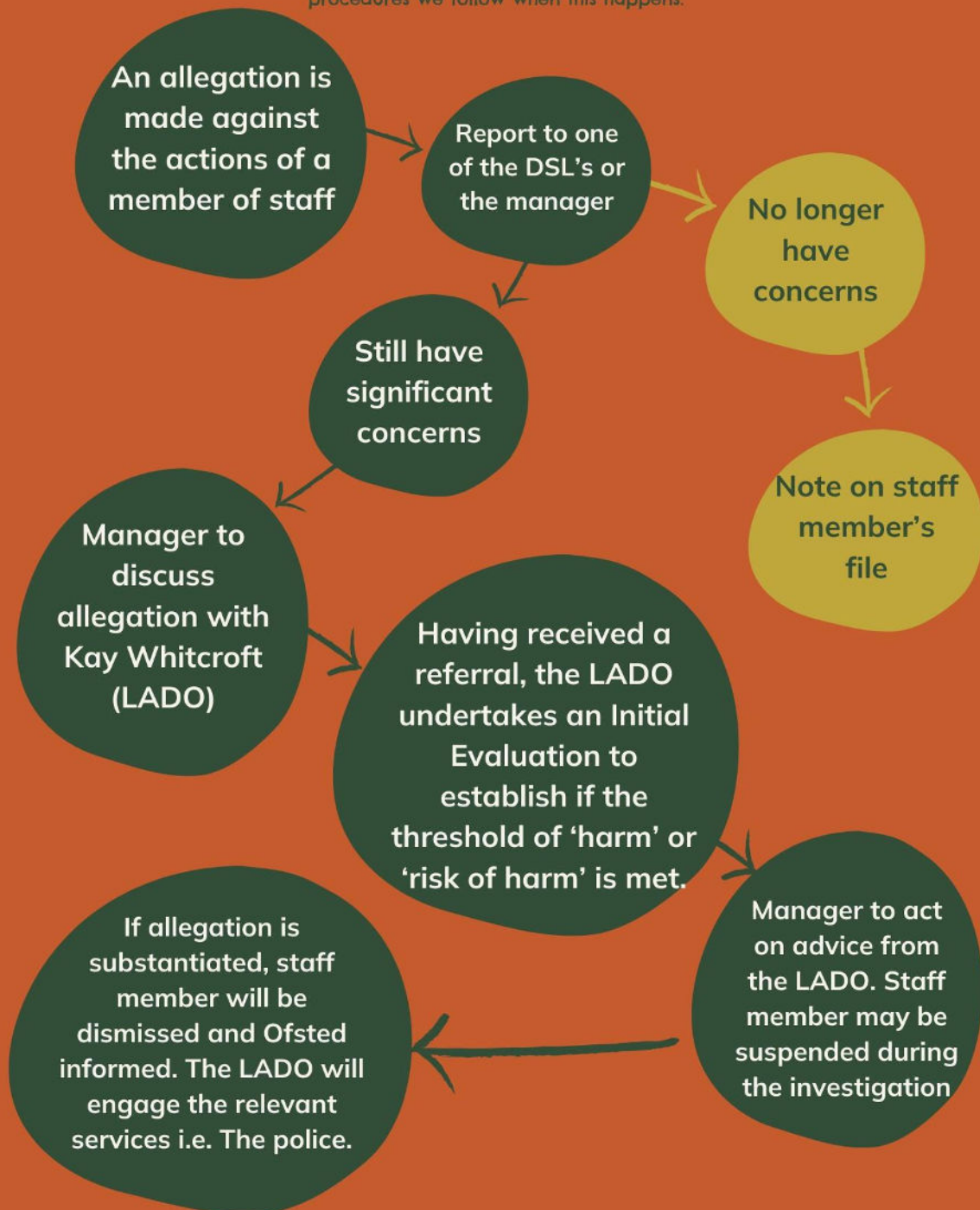
- unfounded: There is evidence that the allegation did not or could not have happened in the way it has been witnessed, described and reported. The information may have been misinterpreted.
- false: There is sufficient evidence to disprove the allegation.
- **malicious:** There is evidence the allegation has been deliberately invented to deceive or cause the adult harm.

The LADO may then:

- inform professional and regulatory bodies such as Ofsted, the Disclosure and Barring Service, the General Medical Council, the Teaching Regulation Agency, the Nursing and Midwifery Council, the Care Quality Commission, or the Charity Commission.
- advise the employer to refer to these agencies if required at the end of an investigation.
- identify any repeat patterns of behaviour and ensure that measures are in place to prevent further harm or abuse.
- ensure accurate information is used in response to any future concern or allegation, in order to prevent unnecessary re-investigation.
- disseminate any learning and to determine whether there are any improvements to be made to the organisation's procedures or practice

Whistleblowing Procedures

The majority of people who work with children or young people act professionally and aim to provide a safe and supportive environment for them. However, sometimes the behaviour of adults who work or volunteer with children and young people can result in allegations being made against them. Here are the procedures we follow when this happens.



Contact Kay Whitcroft on ladoenquiries@brighton-hove.gov.uk or 07584 217271 / 01273 290400

External Links and Organisations

LADO: [Local Authority Designated Officer \(LADO\) - BHSCP](#) / If you receive an allegation, or have a concern regarding a member of staff working or volunteering with children, email ladoenquiries@brighton-hove.gov.uk.

Kay Whitcroft can be contacted on the following mobile number 07584217271 and office number 01273 290400

Relevant Policies and Documents

Staff Code of Conduct
Safeguarding Children Policy

Authorisation

Signature:



Louise Lloyd-Evans
Owner and Director

Young Friends Nature Nursery
89 Holland Road
Hove
East Sussex
BN3 1JP