

Noah's Ark Harpenden Limited

Whistle blower Policy

Noah's Ark is committed to maintain the highest possible standards of care, transparency and professionalism and we reflect on our practice regularly.

Section 11 of the 2004 Children Act places a responsibility on organisations:

"Have clear policies in line with those from the LSCB for dealing with allegations against people who work with children. Such policies should make a clear distinction between an allegation, a concern about the quality of care or practice or a complaint. 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; or***
- ***behaved towards a child or children in a way that indicates they may pose a risk of harm to children."***

"Any allegation should be reported immediately to a senior manager within the organisation. The Local Authority Designated Officer (LADO) should also be informed within one working day of all allegations that come to an employer's attention or that are made directly to the police"

This policy is intended to

- Encourage and enable individuals to raise genuine and legitimate concerns
- Support staff to take an active role in the elimination of poor practice
- Ensure concerns are appropriately investigated
- Protect those making the complaint from victimisation or retaliation

Therefore, we expect anyone who has any serious concerns about any aspect of Noah's Ark work, to come forward and voice their concerns. This is to be done in a professional manner at all times.

The policy is written to enable the staff member or person to be able to report an incident that may be suspected or actually illegal, unethical or inappropriate.

The first point of contact should be the managers, if the person feels this is appropriate. If the concern is about one manager, the other manager should be approached. If not, then their point of contact would be Ofsted's whistleblowing hotline. (See number below)

If the allegation is one where a police investigation is warranted, this may be grounds for dismissal or a child/children are at risk of significant harm, the member of staff will be suspended from working at Noah's Ark immediately on full pay whilst the investigation is ongoing. If the allegation does not warrant immediate suspension, other strategies will be

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put in place, such as redeployment of staff to another area, or supervision whilst with other children.

The managers will deal with any allegations by reporting the allegation to LADO by completing a referral form and consulting the Threshold document within 24 hours and the police if deemed necessary. An independent investigator will consider the facts with objectivity and confidentiality. They will provide support to all parties, will monitor the allegation and come to a conclusion as quickly as possible, consistent with a fair, impartial and thorough investigation.

On completion of part 1 of the LADO referral form, if the managers feel that the matter can be dealt with, rather than needing a referral, part 1 will be kept in the staff members file.

If a concern has been raised, a meeting will be held to discuss the concern with the member of staff and a plan will be implemented to address the concern and identify any training or additional support needed.

If a complaint has been received, the managers will follow the guidance set out in our complaints policy and in the staff guide.

When working at Noah's Ark Nursery at The Lea. If the allegation is against a member of The Lea staff, Denise or Claire should be the first point of contact. They will then discuss the allegation with The Headteacher.

Please also refer to the safeguarding policy.

*Ofsted's telephone number is: 0300 123 3155 (Mon-Fri 8am – 6pm)

Email: whistleblowing@ofsted.gov.uk

Or write to

WBHL, Ofsted, Piccadilly Gate, Store Street, Manchester M1 2WD

*Local authority designated officer (LADO) 01992 556936 or 01992 556935

Review and Revision Tracking		
Date	Type	Name
Jan 2019	Creation	DAS
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