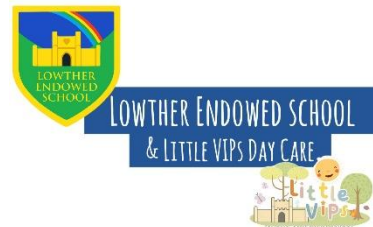


Little VIPs Whistleblowing Policy



Policy Statement

At Little VIPs Day Care, we expect all staff, students, volunteers and professionals working with us to maintain the highest standards of conduct and professionalism. The welfare and safety of every child is our paramount concern.

We recognise that there may be occasions where concerns arise regarding poor practice, safeguarding, or unlawful conduct. This policy provides a clear procedure for reporting such concerns (whistleblowing), ensuring they are addressed promptly, safely and in line with statutory guidance.

This policy is written in accordance with:

- EYFS Statutory Framework (2025 update)
- Keeping Children Safe in Education (KCSIE)
- Working Together to Safeguard Children
- Public Interest Disclosure Act 1998
- Employment Rights Act 1996

Key Contacts

- Headteacher / Designated Safeguarding Lead (DSL): Michelle Clark
- Nursery Manager / Deputy Designated Safeguarding Lead (DSL): Hayley Fassam
- Chair of Governors: Alice Vince
- Local Authority Designated Officer (LADO): Westmorland and Furness Local Authority

Our Commitment

We are committed to:

- Creating a culture where staff feel confident to raise concerns
- Ensuring all concerns are taken seriously and acted upon
- Protecting staff who raise concerns in good faith
- Ensuring no individual suffers detriment for raising a genuine concern

What is Whistleblowing?

Whistleblowing is when a worker reports concerns about wrongdoing or risks within the organisation that may affect others, particularly children.

Qualifying Disclosures

A qualifying disclosure is made in the public interest where a person reasonably believes that one or more of the following is occurring, has occurred, or is likely to occur:

- A criminal offence
- A miscarriage of justice
- A risk to health and safety
- Damage to the environment
- A breach of legal obligations (e.g. EYFS, Equality Act 2010)
- Safeguarding concerns or poor practice affecting children
- Sexual harassment or inappropriate conduct
- Radicalisation or threats to national security

- Deliberate concealment of any of the above

You do not need proof—a reasonable belief is sufficient. However, concerns must not be knowingly false.

Safeguarding Priority

If a concern relates to:

- A child at risk of harm
- Poor safeguarding practice
- Staff conduct towards children

You must follow the Safeguarding and Child Protection Policy immediately, as this takes priority over all other procedures.

Disclosure Procedure

Step 1: Internal Reporting

Concerns should be raised as soon as possible with:

➔ Hayley Fassam (Nursery Manager / DDSL)

Step 2: If the concern relates to the DDSL

If your concern involves the DSL, you should report to:

➔ Michelle Clark (Headteacher / DSL)

➔ or Alice Vince (Chair of Governors)

Step 3: External Reporting

If you feel unable to raise concerns internally, or believe they have not been addressed appropriately, you may contact:

- LADO – Westmorland and Furness Local Authority
- Ofsted
- NSPCC Whistleblowing Helpline

How Concerns Will Be Handled

- All concerns will be taken seriously
- Concerns will be handled confidentially and sensitively
- Appropriate action will be taken promptly
- Records will be kept securely
- Safeguarding procedures will be followed where applicable

Protection for Whistleblowers

We ensure that:

- Staff will not suffer any detriment for raising genuine concerns
- Concerns can be raised without fear of victimisation
- Support will be offered where needed

However:

- Malicious or false allegations may result in disciplinary action
- Failure to report serious concerns may also lead to disciplinary action

Staff Responsibilities

All staff must:

- Act in the best interests of children at all times
- Report concerns promptly
- Follow safeguarding procedures
- Maintain confidentiality

Failure to follow this policy may be treated as gross misconduct.

Contact Information

- Local Authority Designated Officer (LADO)
Westmorland and Furness Local Authority
lado@westmorlandandfurness.gov.uk
- Ofsted: 0300 123 1231
- NSPCC Whistleblowing Helpline: 0800 028 0285
- Police Emergency: 999
- Police Non-Emergency: 101

Monitoring and Review

This policy will be monitored by:

- Hayley Fassam (DDSL / Nursery Manager)
- Michelle Clark (Headteacher)
- Alice Vince (Chair of Governors)

We will ensure:

- Staff are aware of whistleblowing procedures
- Training is up to date
- The policy reflects current legislation and best practice

Policy Review

This policy is reviewed annually or sooner if required in line with:

- EYFS updates
- Safeguarding legislation changes
- Local authority guidance

This policy was adopted on	Signed on behalf of the nursery	Date for review
April 2026	Hayley Fassam – Nursery Manager	April 2027