



## **TCC Christian Preschool**

### **Whistleblowing Policy**

**Definition:** Whistleblowing is raising a concern about malpractice within an organisation.

**Protection:** As a member of the Pre-School Learning alliance T.C.C. Christian Pre-School is committed to delivering a high pre-school service, promoting organisational accountability and maintaining public confidence.

This policy provides individuals in the work place with protection from victimisation or punishment where they raise a genuine concern about misconduct or malpractice in the organisation. It is a fair and equal policy and does not discriminate against anyone. The policy is underpinned by the Public Interest Disclosure Act 1998, which encourages people to raise concerns about malpractice or misconduct in the workplace, in order to promote good governance and accountability in the public interest. The act covers behaviour, which amounts to:

- A criminal offence
- Failure to comply with any legal obligation
- A miscarriage of justice
- Anger to health and safety of an individual and/or environment
- Deliberate concealment of information about any of the above

It is not intended that this policy be a substitute for, or an alternative to the pre-school's formal Grievance Procedure, but is designed to nurture a culture of openness and transparency within the organisation, which makes it safe and acceptable for employees and volunteers to raise, in good faith, a concern they may have about misconduct or malpractice.

An employee or volunteer who, acting in good faith, wishes to raise such a concern should normally report the matter to the Manager or Supervisor who will advise the employee or volunteer of the action she or he will take in response to the concerns expressed. Concerns should be investigated and resolved as quickly as possible.

If an employee or volunteer feels the matter cannot be discussed with the Manager or Supervisor, she or he should report it to the Senior Minister. The Senior Minister will decide, in consultation where necessary with the PLA and/or OFSTED, what action is to be taken. This may include whether the issue raised can be dealt with through the setting's own Grievance Procedure.

If the employee or volunteer feel the matter cannot be discussed with the above mentioned people, then they can contact OFSTED on 0845 601 4772 for advice on what steps to follow.

A disclosure in good faith to the Manager, Supervisor or Senior Minister will be protected. Confidentiality will be maintained wherever possible and the employee or volunteer will not suffer any personal detriment as a result of raising any genuine concern about misconduct or malpractice within the setting.

1.2 Inclusive Practice	2.1 Respecting Each Other	3.4 The Wider Context	
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Signed ..... Manager

Date .....