



Oakbridge Little Learners LTD
66-68 Bridge Cross Road
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WHISTLE BLOWING

Policy Statement

Oakbridge Little Learners Ltd is committed to maintaining the highest standards of safeguarding, professionalism and integrity. We recognise that staff are often the first to become aware of concerns relating to misconduct, malpractice or safeguarding risks.

This policy encourages and enables staff, students and volunteers to raise concerns without fear of victimisation, discrimination or disadvantage.

This policy is implemented in line with the **Early Years Foundation Stage (EYFS)** and should be read alongside the **Safeguarding & Child Protection Policy, Staff Code of Conduct, and Disciplinary Procedures.**

The nursery works in partnership with **Fletcher Associates**, who oversee HR matters relating to employment and disciplinary processes.

Aims of the Policy

- To provide a safe mechanism for raising concerns
- To protect children from harm
- To protect staff from victimisation or retaliation
- To ensure concerns are investigated appropriately and fairly
- To promote transparency and accountability

What is Whistleblowing?

Whistleblowing is the disclosure of information which relates to suspected wrongdoing or dangers within the nursery setting.

Concerns may include:

- Safeguarding failures or abuse (physical, emotional, sexual or neglect)



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- Conduct that breaches the nursery's policies or codes of conduct
- Knowledge that an individual may pose a risk to children
- Unprofessional or inappropriate behaviour
- Criminal activity
- Serious breaches of health and safety

Staff must ensure their behaviour outside of work does not bring the nursery into disrepute or raise concerns about their suitability to work with children. This includes patterns of low-level concerns which, when viewed collectively, may indicate a safeguarding risk.

Raising a Concern

Staff, students or volunteers should:

1. Raise the concern with the **Nursery Manager**, where appropriate
2. Provide clear information, including:
 - Names
 - Dates
 - Locations
 - Background details
 - The reason for concern
3. Raise concerns verbally or in writing

All concerns must be raised **in good faith** and with reasonable belief that the information is accurate.

This includes situations where concerns are not taken seriously, are ignored, or involve senior members of staff.

Staff must feel confident that concerns can be raised about any individual, regardless of position or seniority



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Staff must not attempt to investigate concerns themselves and must report them immediately

Management Response

- Concerns will be acknowledged promptly
- An initial enquiry will be undertaken
- Urgent safeguarding action will be taken where necessary
- Where appropriate, the whistleblower will be informed within 10 working days how the concern will be managed

All concerns are treated seriously and investigated appropriately.

If the Concern Involves Management

If the concern relates to the Nursery Manager, Business Partner, or you believe appropriate action has not been taken, concerns can be raised externally:

- **Ofsted Whistleblowing Hotline:**
☎ 0300 123 3155 (Mon–Fri 8am–6pm)
✉ whistleblowing@ofsted.gov.uk
 - **First Response / Front Door (Staffordshire County Council):**
☎ 0800 131 3126
Out of hours: 0845 604 2886
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Confidentiality

All concerns will be treated confidentially wherever possible. However, it may be necessary for the whistleblower to provide a statement or evidence if formal proceedings arise.

Protection from Victimisation



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No member of staff who raises a concern in good faith will suffer harassment, victimisation or disadvantage.

However, malicious or knowingly false allegations may result in disciplinary action.

Monitoring and Review

- Concerns raised under this policy are monitored by senior management
- Patterns or systemic issues are reviewed
- This policy is reviewed regularly to ensure compliance with statutory guidance

Policy Review

Created: August 2015

Reviewed: January 2026