

Ladybirds Kinder Class - Whistleblowing Policy

Updated for EYFS Compliance from September 2025

1. Policy Statement

Ladybirds Kinder Class is committed to the highest standards of openness, integrity, and accountability. In line with the **Early Years Foundation Stage (EYFS) statutory framework (Sept 2025)** and guidance from the **City of York Safeguarding Children Partnership (CYSCP)**, all staff, volunteers, and stakeholders must feel confident to raise concerns about poor practice, unsafe conduct, or wrongdoing without fear of reprisal. Employees will suffer no detriment of any sort for making a disclosure in accordance with this procedure.

2. Aims

- Encourage staff and volunteers to raise genuine concerns at the earliest opportunity.
- Ensure concerns are taken seriously and dealt with promptly and fairly.
- Protect whistleblowers from harassment or victimisation.
- Promote accountability, transparency, and continuous improvement.

3. Scope

This policy applies to all:

- Employees
- Agency staff
- Volunteers
- Students and apprentices
- Parents and carers who observe unsafe or inappropriate practice

4. What Can Be Reported?

Whistleblowing concerns may include, but are not limited to:

- Safeguarding concerns not acted upon appropriately
- Criminal offences committed, being committed, or likely to be committed
- Breaches of legal obligations (e.g. EYFS statutory requirements)
- Miscarriage of justice
- Endangerment to the health or safety of any individual
- Environmental damage
- Concealment of information related to any of the above

5. Internal Reporting Procedure

- **Step 1:** Complete a *Cause for Concern form*.
- **Step 2:** In the first instance, speak to the Manager/DSL Mrs Atkinson, unless the concern relates to the Manager, in which case go to Step 3.
- **Step 3:** Contact the Director. Mrs Simpson.
- All reports will be taken seriously, recorded, and investigated in line with EYFS 2025 and local authority safeguarding guidance.

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6. Escalation Routes

If staff feel unable to raise the concern internally, or believe it has not been addressed appropriately, they must escalate concerns through:

- **City of York LADO:** 01904 551783 / Lado@york.gov.uk
- **City of York MASH (Multi-Agency Safeguarding Hub):** 01904 551900 / MASH@york.gov.uk (office hours)
- **Emergency Duty Team (EDT) out of hours:** 0300 131 2131
- **Ofsted:** 0300 123 3155 / whistleblowing@ofsted.gov.uk
- **NSPCC Whistleblowing Advice Line:** 0800 028 0285 (Mon–Fri 08:00–20:00; weekends 09:00–18:00) / help@nspcc.org.uk / Weston House, 42 Curtain Road, London EC2A 3NH

7. Protection for Whistleblowers

- Employees will suffer no detriment of any sort for making a disclosure in accordance with this procedure.
- Whistleblowers will not suffer harassment, victimisation, or detrimental treatment as a result of raising concerns in good faith.
- Malicious or knowingly false allegations may be treated as a disciplinary matter.

8. Confidentiality

- Concerns may be raised anonymously; however, this may limit the ability to investigate fully.
- All disclosures will be treated in confidence, and the identity of the whistleblower will not be revealed without their consent, unless required by law.

9. Record Keeping

- All whistleblowing reports will be logged by the DSL or Manager.
- Records will include details of the concern, actions taken, and outcomes.
- These records will be stored securely in line with the **Data Protection & Record Keeping Policy**.

10. Training & Review

- All staff will receive training on this policy as part of induction and refresher safeguarding training.
- The policy will be reviewed annually, or sooner if there are changes to EYFS guidance or local authority requirements.

11. Related Policies

- Safeguarding & Child Protection Policy
- Safer Recruitment Policy
- Attendance & Absence Monitoring Policy
- Data Protection & Record Keeping Policy

Reviewed: July 2025

Next Review Due: July 2026

Approved By: Mrs Atkinson

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WHISTLEBLOWING

Whilst we expect all our colleagues, both internal and external, to be professional at all times and hold the welfare and safety of every child as their paramount objective, there may be occasions where this may not be happening. If, in the course of your employment, you become aware of information which you reasonably believe indicates that a child is/may be or is likely to be in risk of danger and/or one or more of the following may apply, you **MUST** use the [pre-school's disclosure procedure](#).

- That a criminal offence has been committed or is being committed or is likely to be committed.
- That a person has failed, is failing or is likely to fail to comply with any legal obligation to which they are subject (e.g., EVFS)
- That a miscarriage of justice has occurred, is occurring, or is likely to occur.
- That the health or safety of any individual has been, is being, or is likely to be endangered.
- That the environment, has been, is being, or is likely to be damaged.
- That information in relation to any of the above, has been, is being, or is likely to be deliberately concealed.

Procedure

Step 1- Complete a Cause for concern form.

Step 2: In the first instance, speak to the manager, unless the concern relates to your manager, in which case go to step 3

Step 3: Contact Chair of Committee / owner / trustee – Tel: Email:

Please note: name of setting will take your concerns seriously, investigate fully and keep you informed of the outcome.

If you feel you cannot discuss your issues / concerns internally, you may contact any of the organisations below:

City of York LADO contact tel: 01904 551783 or Lado@york.gov.uk

City of York Multi Agency Safeguarding Hub (MASH) contact tel: 01904 551900 (office hours). Emergency duty team (out of hours) on 0300 1312131 or email: MASH@york.gov.uk

Ofsted contact tel: 0300 123 3155 or email: whistleblowing@ofsted.gov.uk

NSPCC whistleblowing advice line contact tel: 0800 0280285 – 08:00 to 20:00, Monday to Friday and 09:00 to 18:00 at weekends, email:

help@nspcc.org.uk or write to: National Society for the Prevention of Cruelty to Children (NSPCC), Weston House, 42 Curtain Road, London EC2A 3NH.

Please refer to the Whistleblowing Policy for further information.

Important Note – Employees will suffer no detriment of any sort for making a disclosure in accordance with this procedure.