Woodburn Nursery Class



Whistle Blowing Policy

Rationale

Staff or parents may be the first to spot that something is wrong. The interests of all nursery stakeholders is of paramount importance and no-one should have concerns of victimisation or disloyalty if they wish to report a wrong-doing, even if their suspicions are not justified. Any Whistle Blowing will be taken as a serious matter and dealt with in an appropriate manner according to the school and Midlothian policy.

Aims

* A commitment to being open, honest and accountable
* An ongoing development of promoting high standards
* To maintain a climate where any concerns may be raised openly
* A commitment to investigating concerns and reporting back outcomes
* To maintain and develop the professionalism of all staff

Examples of concerns:

* Children being mistreated or abused
* Fraud or unauthorised use of nursery funds
* Unlawful acts
* Danger to health and safety
* Damage to nursery equipment or the nursery environment
* People abusing their position
* People not adhering to council policy or code of practice
* People failing to meet professional standards
* Discrimination on the grounds of race, colour, religion, ethnic or national origin, disability, age, sex, sexuality, class or home life

Procedures

* If staff or parents feel that there is cause for concern the Head Teacher should be approached in the first instance
* If it is felt that the matter has not been dealt with in a satisfactory manner the School Education Officer should be contacted in writing
* If it is felt the matter has still not been resolved the Head of Schools should be contacted in writing
* Any concerns will be acknowledged in writing in the first instance, and an explanation of how they will be addressed will be given, along with information about support which may be available
* A friend may be brought to any meeting and the Head Teacher may also have a colleague with her
* The complainant will be informed of any progress and the final outcome
* Depending on the type or the severity of the concern Child Protection Agencies, Police or Midlothian Council may be involved
* For issues concerning staff, an appropriate union could be approached

Head Teacher contact details:

Mrs Joanna Findlay

Woodburn Primary School

5 Cousland Road

Dalkeith

MIDLOTHIAN

EH22 2PS

Tel. No. 0131 271 4715

Written concerns to:

Education Officer, Fairfield House, 8 Lothian Road, DALKEITH. EH22 3ZG

Head of Schools, Fairfield House, 8 Lothian Road, DALKEITH. EH22 3ZG

See also:

Midlothian Council Policy guidelines 1.7

Complaints Procedures - Code of Practice for Staff

Midlothian Council Discipline Procedures

Midlothian Council Grievance Policy