

## The Old School House Disclosure and Whistle Blowing Policy EYSF 3.11

Document updated: June 2017 re-drafted in line with EYFS Additions and amendments April 2017.

Reviewed: July 2018

Review date: June 2019 or sooner if legislation changes.

All team members at TOSH have gained a clear CRB check .

If after gaining a clear CRB and taking up a position at The Old School House, any team member is convicted of any crime, receives any court orders, reprimands and warnings which may affect their suitability to work with children, they are required

To disclose this information to senior management - verbally as soon as the sanction is confirmed and also in writing to: Fiona Brissenden

Fiona Brissenden may then take advice from Kent Safeguarding Team to establish whether or not you may still continue to work with children.

Regular supervision meetings are held to enable all team members to share / voice concerns about children / their colleagues / practice or any other matter which they wish to share - supervision meetings will usually be shared between you and Fiona Brissenden, however, on some occasions you may not wish to speak with her.

All staff have an individual duty to hold the safety of children and colleagues at the centre of their practice. Friendships will be forged at work, but our duty is to report concerns relating to either the children in our care, the practice of colleagues or behavior which may affect ability to keep children safe, either inside or outside of the work place. Concerns about bullying in the workplace should also be shared. This is known as Whistleblowing.

You may share concerns during Supervision meetings, but you SHOULD not wait for such a meeting - instead you should contact either Fiona Brissenden or Camilla Sayer to share your concerns as soon as possible - you will be listened to.

If concerns are to do with the Management at this setting, their practice or any other matter relating to safeguarding you may prefer to call :

Kent Local Designated Officers on 03000 410888

The above act as Local Authority Designated Officers and will listen to your concerns and assess whether the allegation reaches the threshold for referral to Police/Children's Social Services and will advise you of what action will be taken.

**Urgent child protection issues (if a child is in immediate danger) and calls cannot go through to the office - call the Central Duty out of hours number : 03000 411111**

**Concerns about other aspects of the Provision at The Old School House might also be brought to the attention of OFSTED : [www.ofsted.gov.uk](http://www.ofsted.gov.uk)  
Telephone number: 0800 123 1231**

**URGENT CHILD PROTECTION ISSUES OUT OF HOURS CALL THE CENTRAL DUTY OUT OF HOURS NUMBER: 03000 41 91 91**

Staff at TOSH are aware of the need to know and understand the signs and behaviour which might indicate that a child is in danger from FGM (female genital mutilation). Staff have all been provided with information and a leaflet documenting the above.

All staff at TOSH are aware of their "Prevent Duty" and understand that it is their legal responsibility to disclose details relating to a child or a family if they are suspicious that there are at risk of radicalisation.

Disclosures relating to the above will be made in the same way that any other concerns are reported - either to Designated Safeguarding Lead - Fiona Brissenden or to the Deputy - Camilla Sayer or to Kent Local Authority Designated Officer - details are above.