



Whistleblowing Policy

Honey Pot Childminding is required by section 40 of the Childcare Act 2006 and the EYFS Statutory Framework Safeguarding and Welfare requirements to take the required steps to safeguard and promote the welfare of children in our setting; this includes raising/reporting any concerns of unacceptable behavior that has put a child at risk.

We will take the necessary steps to ensure all children our safe in our setting and act upon any concerns accordingly. We will do this by:

- Encouraging assistants, parents, carer, family members, visitors, etc, to act quickly and raise any concerns they may have to myself about the setting, assistants and any care provided. They will be logged, investigated and acted upon accordingly.
- Promote a transparent setting and practice.
- Report any unacceptable behavior by an assistant, other childminders and any other professional working with the children to the relevant authorities (this will include OFSTED and may also include the Police and Social Care) and share with them any relevant information we have.
- Notify OFSTED if we become aware on an unregistered childminder.

Unacceptable behavior may include (but not limited to):

- Any form of abuse (physical, verbal, psychological, neglect)
- Putting the child at risk
- Acting illegally
- Acting in contravention to the EYFS Statutory Framework

Whistle blowing is different from making a complaint. All concerns will be treated in confidence and where appropriate every effort will be made to not reveal the whistleblower's identity.

If an assistant/parent/carers/family member/visitor does not feel that they can discuss any concerns with myself they should contact OFSTED on **0300 123 0123**.

If a concern has been raised we will:

- Record the date the concern arose
- Record how the concern was received (email, text, phone, in person)
- Record details of the concern using as much detail as possible with names, dates, times, whether concerns were witnessed and the nature of concern.
- Record immediate action taken with date and which authorities have been notified, what documentation has been collected and shared.

- Record and follow up action (including changes in the setting and any further contact with the Whistle-blower)

Signature: