

Derby / Whistlewood Forest School
Raising Concerns Policy (Whistle-blowing policy)

Last update – 9th January 2026

Written by – Rosalyn Phillips (Designated safeguarding lead) with staff team

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Derby / Whistlewood Forest School aims to ensure that the highest standards of care are maintained for all children at all times, and that parents feel confident in staff members abilities. Children must be kept safe as outlined in our child protection and safeguarding policy. It is therefore vital that we have a transparent culture within our setting where everyone feels able to raise any concerns they may have.

If any staff member has concerns regarding the way children are being cared for or regarding the practice of another member of staff / volunteer, then they must report them to their immediate manager. **All concerns raised will be taken seriously and fully investigated.**

If a staff member feels unable to discuss the matter with their manager, then the *Allegations Against Staff, Carers and Volunteers procedure* in the [Derby and Derbyshire Safeguarding Children Procedures](#) must be followed. *The Derby and Derbyshire LADO form* must be completed which can be found on the DDSCP website here: [Allegations](#) and an email sent to professional.allegations@derbyshire.gov.uk . Appendix A below shows the flowchart for this process and is stored and accessible to all staff on site. (Pink folder)

Staff should also contact Ofsted directly on 0300 123 3155.

Useful information is also available from the NSPCC at: [Whistleblowing Advice Line | NSPCC](#)

Appendix A - Flow chart for concerns / allegations about staff members

