



Policy Document – Whistleblowing

The Legislation

Whistleblowing legislation was introduced under the Public Interest Disclosure Act 1998 (“the Act”) to encourage employees to come forward with disclosures of criminal behaviour or malpractice, without fear of reprisal or dismissal.

Within the Act:

The categories of malpractice are extremely wide and include:

- Criminal offences
- Miscarriages of justice.
- Danger to the health & safety of any individual
- Damage to the environment
- Breach of any legal obligation
- Deliberate concealing of information about any of the above.

It is important to Brighter Horizons Training that any fraud, misconduct or wrongdoing by employees or people engaged in the organisation’s business, is reported and properly dealt with. The Company therefore, encourages all individuals to raise any concerns that they may have about the conduct of others in the Company or the way in which the business is run.

Brighter Horizons Training recognises that honest and effective communication is essential if malpractice is to be dealt with effectively and the organisation's success is ensured.

Whistleblowing relates to all those who work within or with the Business who may from time to time think that they need to confidentially raise with someone, certain issues relating to the organisation or individuals.

Whistleblowing is separate to the complaint procedure, however initially the following communication should be followed:

- Report any concerns to the Head of Quality and Education (Sam Page 07471100985). If this is not possible then it should be reported to the company Director (Antonia Ogden – Meade 07980586622) at any time.
- Should any further advice or are unsure if the Public Interest Disclosure Act will protect you, you can contact Public Concern at Work, know as “Protect” on 0203 1172520.
- **For any matters that are in relation to qualifications and examinations should be reported to OFQual, Office of Qualifications and Examinations Regulation:**

Whistleblowing and malpractice
Complaints investigation Manager
Ofqual
Earlsdon Park



53-55 Butts Road
Coventry CV1 3BH

Tel: 0300 303 3344

Email: whistleblowing@ofqual.gov.uk

Online form: www.smartsurvey.co.uk/s/ofqual-whistleblowing/

- **For any matters relating to a post-16 education or a training provider this should reported to**

ESFA:

Customer Service Team,
Department for Education
Cheylesmore House
Quinton Road
Coventry CV1 2WT

Email: customer.complaints@education.gov.uk

This policy was devised by

Mobius Partners Limited T/A Brighter Horizons Training

Date	By Whom	Summary of Update	Date to be reviewed
January 2020	Antonia Ogden-Meade	Devised & implemented	January 2022
February 2022	CJ Silverlock	Personnel updates	February 2023
September 2023	Jenny Rollinson	No changes required	September 2024
October 2024	Sam Page	No changes required	October 2025
November 2025	Kathryn Belmore	Contact details checked and updated	November 2026