



Extend Learning
Academies Network

Whistleblowing Policy (Safeguarding)

Written by:	ELAN executive team	
Reviewed by:	ELAN Board	Date: 06.03.18
Ratified by:	Name: Iain Kilpatrick Signed: Iain Kilpatrick Chair of the Board	Date: 06.03.18
Adopted by Academies:	Bournville Primary School Locking Primary School Mead Vale Primary School Milton Park Primary School Oldmixon Primary School Walliscote Primary School Windwhistle Primary School	
Review:	Annually	
Next Review Due By:	March 2019	

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Whistleblowing Policy (Safeguarding)

Preamble

Throughout this policy, the term whistleblower denotes the person raising the concern or making the complaint. It is not meant in a pejorative sense and is entirely consistent with the terminology used by Lord Nolan as recommended in the Second Report of the Committee on Standards in Public Life: Local Spending Bodies published in May 1996.

The Nolan Committee used the term “whistleblowing” to mean the confidential raising of problems or concerns within an organisation by a member of staff. This refers to matters of impropriety e.g. a breach of law, school procedures or ethics. Whistleblowing does not relate to the raising of a grievance within the School or Trust, these matters should be dealt with through the Trust’s grievance procedures.

Introduction

The Members, Trustees, Governors and Staff of Extend Learning Academies Network seek to run all aspects of the Trusts activities with full regard for high standards of conduct and integrity. If Members, Trustees, Governors, Staff, Parents/Carers or the school community at large become aware of activities which give cause for concern, the Trust have established the following Whistleblowing Policy, or Code of Practice, which acts as a framework to allow concerns to be raised confidentially and provides for a thorough and appropriate investigation of the matter to bring it to an satisfactory conclusion.

Extend Learning Academies Network is committed to tackling malpractice and treats these issues seriously. Extend Learning Academies Network recognises that some concerns may be extremely sensitive and has therefore developed a system which allows for the confidential raising of concerns within the Trust environment but also has recourse to an external party outside the management structure of the Trust.

All schools within the Trust ensure safeguarding training is up to date and all staff, volunteers and governors that work within the school have up to date knowledge of safeguarding issues, understand their responsibilities and feel confident in raising and reporting a serious concern at the earliest opportunity.

Extend Learning Academies Network is committed to creating a climate of trust and openness so that a person who has a genuine concern or suspicion can raise the matter with full confidence that the matter will be appropriately considered and resolved.

When might the Whistleblowing Policy apply?

The type of activity or behaviour which the Trust considers should be dealt with under this policy includes:-

- safeguarding breaches
- any criminal activity
- dangerous practices
- abuse of position
- sexual or physical abuse of pupils or others
- Other unethical conduct

What action should the whistleblower take?

Extend Learning Academies Network encourages the whistleblower to **raise the matter internally in the first instance with the individual school's Headteacher and/or Chair of Governors** or other designated person named by the school so that the matter can be investigated.

If the concern relates to the Headteacher and/or the Chair of Governors the matter should be raised with the Chief Executive Officer of Extend Learning Academies Network adam.matthews@extendlearning.org

If the concern relates to the Chief Executive Officer of Extend Learning Academies Network the matter should be raised with the Chair of the Board of Trustees via email chair@extendlearning.org

The whistleblower may request a private and confidential meeting with one of the designated persons recorded above. The whistleblower may be accompanied by a representative of their choice if they so wish (e.g. Union representative or friend). All matters will be treated in strict confidence and anonymity will be respected wherever possible.

Alternatively if the whistleblower considers the matter too serious or sensitive to raise within the internal environment of the Trust, the matter should be directed in the first instance to the **North Somerset Designated Officer for Allegations:**

Julie Bishop 01275 888808
Designated Officer for Allegations(DOfA) julie.bishop@n-somerset.gov.uk

All matters deemed as safeguarding related will be referred to the North Somerset Local Authority who has its own procedures for dealing with such matters and will ensure every effort to respect the confidentiality of the whistleblower. North Somerset Local Authority will ensure relevant officers are informed, as appropriate, and will advise the Board of Trustees of the appropriate steps to take.

Information and advice can be obtained from the charity Public Concern at Work. This charity offers free legal advice in certain circumstances to people concerned about serious malpractice at work. Their literature states that matters are handled in strict confidence and without obligation. Contact details for the charity are as follows:-

Public Concern at Work

Telephone

Whistleblowing Advice Line: 020 7404 6609

General enquiries: 020 3117 2520

Fax

020 74038823

Email

UK advice line: whistle@pcaw.org.uk

Media enquiries: press@pcaw.org.uk

UK services: services@pcaw.org.uk

Address

3rd Floor, Bank Chambers
6 - 10 Borough High Street
London SE1 9QQ

How will the matter be progressed?

The individual(s) in receipt of the information or allegation (the investigating officer(s)) will carry out a preliminary investigation. This will seek to establish the facts of the matter and assess whether the concern has foundation and can or should be resolved internally. The initial assessment may identify the need to involve third parties to provide further information, advice or assistance. For example, involvement of other members of school staff, legal or personnel advisors, the police, the Department for Education, the Education Funding Agency or the Regional Schools Commissioner.

Records will be kept of work undertaken and actions taken throughout the investigation. The investigating officer(s), possibly in conjunction with the Chair of the Board of Trustees or other designated person, will consider how best to report the findings and what corrective action needs to be considered. This may include some form of disciplinary action and/or third party referral such as the police.

The whistleblower will be informed of the results of the investigation and any action taken to address the matter. Depending on the nature of the concern or allegation and whether or not it has been substantiated, the matter will be reported to the full Board of Trustees and where appropriate other agencies, authorities, regulatory bodies or government departments such as: North Somerset Local Authority; the Department of Education; Education Funding Agency or the Regional Schools Commissioner

If the whistleblower is dissatisfied with the conduct of the investigation or resolution of the matter or has genuine concerns that the matter has not been handled appropriately, the concerns should be raised with Chair of the Board of Trustees via email chair@extendlearning.org

Respecting confidentiality

Wherever possible Extend Learning Academies Network seeks to respect the confidentiality and anonymity of the whistleblower and will as far as possible protect him/her from reprisals. Extend Learning Academies Network will not tolerate any attempt to harass or victimise the whistleblower or attempt to prevent concerns being raised and will consider any necessary disciplinary or corrective action appropriate to the circumstances to ensure this does not happen.

Raising unfounded malicious concerns

Individuals are encouraged to come forward in good faith with genuine concerns in the knowledge they will be taken seriously. If individuals raise malicious unfounded concerns or attempt to make mischief, this will also be taken seriously and may constitute a disciplinary offence or require some other form of penalty appropriate to the circumstances.

Conclusion

Existing good practice within Extend Learning Academies Network in terms of its systems of safeguarding procedures and the external regulatory environment in which the Trust operates, ensure that cases of suspected impropriety rarely occur. This Whistleblowing Policy is provided as a reference document to establish a framework within which issues can be raised confidentially internally and if necessary outside the management structure of the Trust. This document is a public commitment that concerns are taken seriously and will be actioned. Any actions arising from allegations/investigation must be in accord with the Trust's disciplinary procedure, which should cover all of the potential areas of concern.

ELAN School Contacts for Whistleblowing Procedures

School	Headteacher	Chair of Governors	Designated Safeguarding Lead	Deputy Designated Safeguarding Lead	Contact Number
Bournville Primary School	Mrs Marie Berry	Ms Denise Hunt	Mrs Chris Chaffey	Mrs Marie Berry and Mrs Fiona Bennett	01934 427130
Locking Primary School	Mrs Joanne Jones	Mrs Victoria Beamish	Mrs Joanne Jones	Mrs Sarah Timms, Mrs Samantha Gilman and Mrs Rachel Keate	01934 822867
Mead Vale Primary School	Mr Jason Nicolaides	Mrs Joanna Morrish	Mr Jason Nicolaides	Mrs L Ryan and Mrs B Langley	01934 511133
Milton Park Primary School	Miss Lorraine Fitzpatrick	Mrs Louise Brogan	Miss Lorraine Fitzpatrick	Mr Paul Cox	01934 624868
Oldmixon Primary School	Mrs Heidi Hudd	Mr David Ray	Mrs Laina Pettifor	Mrs Roxanne Simpson	01934 812879
Walliscote Primary School	Mrs Gail Matter (Acting Headteacher)	Mr Steve Christian	Mrs Gail Matter	Ms Oriole Harris and Ms Gill Whiddett	01934 621954
Windwhistle Primary School	Mrs Lyn Hunt	Mr John Porter	Mrs Natalie Sweet	Mrs Lyn Hunt	01934 629145

(Information correct as at February 2018)

