



Whistleblowing Policy (Safeguarding)

Version:	10.0	
Written by:	Safeguarding Network	
Reviewed by:	ELAN Board	Date: 21/07/2026
Ratified by:	Name: Rosemary Carr Signed: Rosemary Carr Chair of the Board	Date: 21/07/2026
Adopted by Academies:	Banwell Primary School Bournville Primary School Locking Primary School Mead Vale Primary School Mendip Green Primary School Milton Park Primary School Oldmixon Primary School Walliscote Primary School Windwhistle Primary School	
Review:	Annually	
Next Review Due By:	July 2027	

Document Control

Document Information

	Information
Document Name	Whistleblowing Policy (Safeguarding)
Document Author	Safeguarding Network
Document Approval	ELAN Board
Document Status	Version 10.0
Publication Date	July 2026
Review Date	July 2027
Distribution	Website/General

Version Control

Version	Issue Date	Amended by	Comments
1.0	16/1/2018		Board approved
2.0	02/04/2020	Paul Cox	Updated against statutory guidance
2.1	18/12/2019	Sarah Edwards	Updated safeguarding contact details
3.0	12/02/2020	Paul Cox	Checked against statutory guidance. No updates required.
4.0	Sept'20	Paul Cox / Sarah Edwards	Updated safeguarding contact details, changed DOFA to LADO, Reference to KCSIE 2020
5.0	Sept'21	Paul Cox / Sarah Edwards	Updated against statutory guidance and North Somerset model policy. Updated safeguarding contact details.
6.0	July'22	Paul Cox/Safeguarding Network/Sarah Edwards	Annual review against statutory guidance. Updated contact details. Updated details for Charity Protect (formally Public concern at work)
6.1	Sept'22	Sarah Edwards	Update to contact details.
7.0	July 2023	Safeguarding Network	Annual review
7.1	March 2024	Sarah Edwards	Update to contact details page 7/8
8.0	July 2024	Safeguarding Network	Annual Review. Update to contact details page 7/8.
9.0	July 2025	Safeguarding Network	Annual Review. Update to contact details page 7/8.
9.1	March 2026	HR Lead	Updated to comply with Employment Rights Act Added statements to sections 2 & 3 sexual harassment protected disclosure, 5 record keeping, 6 non confidentiality clauses
10.0	July 2026	Safeguarding Network	Updated CEO and DSL contacts and checked compliance with KCSIE 2026

Contents

1. Preamble.....	4
2. Introduction	4
3. When might the Whistleblowing Policy apply?.....	4
4. What action should the whistleblower take?	5
5. How will the matter be progressed?	6
6. Respecting confidentiality.....	6
7. Raising unfounded malicious concerns	6
8. Conclusion	6

Whistleblowing Policy (Safeguarding)

1. 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.

2. Introduction

The Members, Trustees, Governors and Staff of Extend Learning Academies Network (ELAN) 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 a satisfactory conclusion.

ELAN is committed to tackling malpractice and treats these issues seriously. ELAN 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.

ELAN 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.

From April 2026, any disclosure concerning sexual harassment is treated as a protected disclosure under whistleblowing law. No worker must suffer any detriment or dismissal for raising, supporting, or participating in the handling of such a disclosure. These concerns will be handled under this Whistleblowing Policy alongside the Trust’s Dignity at Work (anti-harassment) procedures where relevant.

3. 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 including that referenced under Prohibitions, directions, sanctions and restrictions in Keeping Children Safe in Education or where there may be a transferrable risk to children.

This policy applies to qualifying disclosures made by workers (including employees, certain contractors and agency workers). In addition to safeguarding matters, qualifying disclosures include (without limitation) criminal offences, breach of legal obligations, covering up wrongdoing, and unlawful harassment, including sexual harassment.

4. What action should the whistleblower take?

ELAN 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 interim Chief Executive Officer of ELAN james.oakley@extendlearning.org

If the concern relates to the interim Chief Executive Officer of ELAN 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.

From April 2026 protected disclosures about sexual harassment, a concern that includes allegations of sexual harassment will be treated as a protected disclosure. The reporter must not suffer detriment (e.g., bullying, isolation, loss of opportunities) for raising or supporting the disclosure. Managers must route such matters through this policy and, where relevant, the Dignity at Work policy; safeguarding pathways remain available where child safety is implicated.

Alternatively, if the whistleblower considers the matter too serious or sensitive to raise within the internal environment of the Trust and is related to behaviours or actions that would place a young person at risk, the matter should be directed in the first instance to the **North Somerset Local Area Designated Officer (LADO)**:

LADO Duty contact details
Local Area Designated Officer (LADO)

0779509262
lado@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 also be obtained from the charity [Protect](https://protect-advice.org.uk/). 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: -

Protect
<https://protect-advice.org.uk/>

Telephone
Whistleblowing Advice Line: 020 3117 2520

Email
Complete an [advice request form](#)

Address
The Green House
244-254 Cambridge Heath Road
London E2 9DA

5. 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

Record-keeping and time limits. From October 2026, the limitation period for most Employment Tribunal claims increases from 3 to 6 months. ELAN will keep clear written records of all whistleblowing concerns, the steps taken, communications issued, and the reasons for outcomes.

6. Respecting confidentiality

Wherever possible ELAN seeks to respect the confidentiality and anonymity of the whistleblower and will as far as possible protect them from reprisals. ELAN 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.

ELAN will not rely on any confidentiality or non-disclosure clause in a contract, settlement agreement, policy or procedure that purports to prevent a worker from making a lawful disclosure about discrimination or harassment; such provisions will be void and unenforceable.

7. 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 and/or deliberately cause harm to the individual and their professional reputation, this will also be taken seriously and may constitute a disciplinary offence or require some other form of penalty appropriate to the circumstances.

8. Conclusion

Existing good practice within ELAN 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/Safeguarding Team	Contact Number
ELAN central team	Mr. James Oakley CEO	Mrs. Rosemary Carr (Chair of ELAN Board)	Mr. James Oakley CEO	Ms. Michelle Clarke HR Lead	01934 313390 james.oakley@extendlearning.org
Banwell Primary School	Mrs. Roxanne Simpson	Mrs. Caroline Walker	Mrs Roxanne Simpson	Mrs. Kate Evans Mrs. Mo Parker	01934 822498 dsl@banwell.extendlearning.org
Bournville Primary School	Mrs. Jo Jalosynski	Mr. Mark Beamish	Mrs. Jo Jalosynski	Miss. Helen Wright Mrs. Amy Corlett Mrs Genette Rawle Miss. Sam Perry Mrs Justine O'Reilly	01934 427130 dsl@bournville.extendlearning.org
Locking Primary School	Mrs. Roxanne Simpson	Mrs. Charlotte Martin	Mrs. Roxanne Simpson	Miss. Sharon Ledbury Mrs. Abby James Mrs. Michelle Channon Ms Kerry Broom Mrs. Claire Watters	01934 822867 dsl@locking.extendlearning.org
Mead Vale Primary School	Mrs. Rebecca Perry	Mr. Mark Beamish	Mrs. Rebecca Perry	Miss. Sophie King Mrs. Kelly Combstock Mrs Emma Martin	01934 511133 DSL@meadvale.extendlearning.org
Mendip Green Primary School	Mrs. Marie Berry	Ms. Tricia Brabham	Mrs. Lorraine Young	Mrs. Marie Berry Ms. Sarah Handcock Ms. Victoria Walton Mrs. Ashleigh Melhuish Mrs. Kerrie Neate Mrs. Emma Parkins	01934 513791 :dsl@mendipgreen.extendlearning.org
Milton Park Primary School	Mrs. Katharine Jordan	Mr. Paul Cox	Mrs. Andrea Flourentzou Bell	Mrs. Katharine Jordan Mrs. Laina Pettifor Miss. Julia Flynn Mrs. Colette Holden	01934 624868 DSL@miltonpark.extendlearning.org
Oldmixon Primary School	Mrs. Lindsay Avci	Mrs. Louise Valeur	Mrs. Lindsay Avci	Ms. Dawn Palfrey Ms. Chloe Daniels Mrs. Lindsay Avci Mrs Mandy Martin	01934 812879 dsl@oldmixon.extendlearning.org

Raising concerns through the Whistleblowing Policy Procedure Flowchart

				Mrs. Abbie Miller-Pring Mrs. Kim Abraham	
Walliscote Primary School	Mrs. Shelley Flanagan	Mrs. Caroline Reynolds	Mrs. Shelley Flanagan	Miss Beth Brown Mrs. Claire Hardwidge Mr Joe Almond	01934 621954 dsl@walliscote.extendlearning.org
Windwhistle Primary School	Mrs. Corinna Rundle-Crowe	Mr. John Porter	Mrs. Corinna Rundle-Crowe	Miss. Nicole Vinton Mr. Paul Davis Mrs. Julie Backler Mrs. Holly Miller-Pring Mrs. Caroline Madeley	01934 629145 DSL@windwhistle.extendlearning.org

(Information updated July 2026)

Raising concerns through the Whistleblowing Policy Procedure Flowchart



