



Safeguarding

Designated Child Protection Leaders



Maria Lewington



Keeley Alborough



Anna Southcott

Whistleblowing Summary Guidance



Kevin Hinde
Chair of Governors

This summary policy provides details for all adults on site of how to raise any concerns they may have about working practices of other adults and to whom these should be made.

How to raise a Concern:

- As a first step, an employee should normally raise concerns with their immediate manager or their manager's supervisor. This depends, however on the seriousness and sensitivity of the issues and who is involved. For example, if an employee believes that their immediate manager or their managers supervisor is involved, they should approach the Headteacher or Chair of Governors.
- The earlier an employee expresses the concern, the easier it is to take action.
- Although an employee is not expected to prove the truth of an allegation, they will need to demonstrate to the person contacted that there are sufficient grounds for the concern.
- In some instances it may be appropriate for an employee to ask their trade union to raise a matter on their behalf.
- Concerns regarding the Headteacher should be made using the following number:

**LBTH Whistleblowing hotline:
0207 364 5000**