

## Whistle Blowing Procedure for Staff Updated October 2025

It is the usual expectation that an Employee will have endeavoured to raise the concern internally within the school before referring the matter to an external organisation.

### Internal

| <i>Contact</i>                                  | <i>Telephone Number</i>        | <i>Email</i>                            |
|-------------------------------------------------|--------------------------------|-----------------------------------------|
| Jane Hollister - Head Teacher                   | 03000 658450 or<br>07304087060 | jane.hollister@birchwoodpru.kent.sch.uk |
| Mark Lester<br>Chair of Management<br>Committee | 01303 251125                   | mlester@folkestonegirls.kent.sch.uk     |

Or in writing to the above named at the following address: **Birchwood, Bowen Road, Folkestone, Kent, CT19 4FP.**

### External

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| <p>Christine McInnes<br/>Corporate Director – Children, Young People and Education<br/>Kent County Council<br/>Sessions House<br/>County Road<br/>Maidstone ME14<br/>1XQ</p> <p>Via KCC's Whistleblowing Helpline on 03000 414 500 or by emailing <a href="mailto:internalaudit@kent.gov.uk">internalaudit@kent.gov.uk</a></p> |
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| <i>Contact</i>                                        | <i>Telephone Number</i> | <i>Email / Website</i>                                                           |
|-------------------------------------------------------|-------------------------|----------------------------------------------------------------------------------|
| Protect<br>(formerly Public Concern at Work)          | 020 3117 2520           | <a href="http://www.protect-advice.org.uk">www.protect-advice.org.uk</a> ;       |
| Department for Education                              | 0370 000 2288           | <a href="http://www.gov.uk/contact-dfe">www.gov.uk/contact-dfe</a> ;             |
| Ofsted                                                | 0300 123 3155           | <a href="mailto:whistleblowing@ofsted.gov.uk">whistleblowing@ofsted.gov.uk</a> ; |
| Local Government Ombudsman                            | 0300 061 0614           | <a href="http://www.lgo.org.uk">www.lgo.org.uk</a> ;                             |
| Office of Qualifications & Examinations<br>Regulation | 0300 303 3344           | <a href="mailto:whistleblowing@ofqual.gov.uk">whistleblowing@ofqual.gov.uk</a> ; |

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|-------------------------------------------------|---------------|-----------------------------------------------------------|
| National Child Abuse Whistleblowing Advice Line | 0800 028 0285 | <a href="mailto:help@nspcc.org.uk">help@nspcc@org.uk;</a> |
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A comprehensive listing of ‘prescribed persons and bodies’ to which external disclosures may be made is available at:  
[www.gov.uk/government/publications/blowing-the-whistle-list-of-prescribed-people-and-bodies--2/whistleblowinglistofprescribed-people-and-bodies](http://www.gov.uk/government/publications/blowing-the-whistle-list-of-prescribed-people-and-bodies--2/whistleblowinglistofprescribed-people-and-bodies);

Employees may also wish to raise a concern with:

- An elected member of the local authority
- Relevant trade union or professional association where the Employee is a member
- A solicitor
- The police

### Support for Employees

- Confidential Counselling Service - **03000 411 411**
- Teachers Support Line [www.teacherssupport.info](http://www.teacherssupport.info);
- Trade Union or Professional Association where the Employee is a member
- Citizen’s Advice Bureau [www.citizensadvice.org.uk](http://www.citizensadvice.org.uk)