



Whistleblowing Policy

Organisation: Supreme Mentoring Services

Policy Owner: Taj Reid

Document Version: 1.0

Date Approved: August 2026

Review Date: August 2027



1. Purpose

Supreme Mentoring Services is committed to maintaining high standards of safeguarding, integrity, professionalism and accountability.

We encourage staff, mentors, workers, contractors and others acting on behalf of the organisation to raise genuine concerns about wrongdoing, unsafe practice or conduct that may place children, colleagues or members of the public at risk.

No individual should feel unable to raise a genuine concern because they fear adverse treatment.

2. What is Whistleblowing

Whistleblowing is the reporting of suspected wrongdoing or danger that is in the public interest.

This may include concerns relating to:

- safeguarding failures;
- unsafe or inappropriate practice involving children;
- criminal offences;
- breaches of legal obligations;
- health and safety risks;
- fraud, corruption or financial malpractice;
- concealment of wrongdoing;
- serious breaches of organisational policies;
- conduct that places children, staff or the public at risk; or
- other serious malpractice.

A personal complaint relating solely to an individual's own employment or working arrangements may be more appropriately dealt with under a grievance or complaints procedure.



3. Our Commitment

Supreme Mentoring Services will:

- encourage individuals to raise genuine concerns;
- take concerns seriously;
- respond fairly and proportionately;
- protect confidentiality as far as reasonably possible;
- not tolerate victimisation or detrimental treatment because someone has raised a genuine concern; and
- take appropriate action where wrongdoing is identified.

4. Raising a Concern

Concerns should normally be raised with:

Taj Reid – Policy Owner / Lead DSL

Where the concern relates directly to the Policy Owner, or where an individual reasonably believes that internal reporting would be inappropriate, they may raise the concern through an appropriate external route.

Individuals should provide as much factual information as reasonably possible, including:

- the nature of the concern;
- relevant dates or circumstances;
- individuals involved;
- whether the issue has previously been raised; and
- any relevant information available to them.

Individuals are not expected to investigate the matter themselves.



5. Safeguarding Concerns

Where a whistleblowing disclosure concerns the safety or welfare of a child, safeguarding procedures take priority.

Concerns must be reported without delay in accordance with the Supreme Mentoring Services Safeguarding and Child Protection Policy.

Where appropriate, the matter may be referred to the relevant school or commissioning organisation, children's social care, LADO, police or another statutory agency.

6. Confidentiality

Supreme Mentoring Services will make reasonable efforts to protect the identity of an individual raising a concern.

There may, however, be circumstances where disclosure of information is necessary to investigate the concern properly, comply with legal obligations or protect a child or another person.



7. Anonymous Concerns

Anonymous concerns will be considered where sufficient information is available.

However, anonymity can make it more difficult to investigate concerns, obtain additional information or communicate an outcome.

8. Protection From Detriment

Supreme Mentoring Services will not tolerate harassment, victimisation or detrimental treatment of an individual because they have raised a genuine concern.

Individuals who believe they have experienced detrimental treatment after making a protected disclosure should report this immediately.

Nothing within this policy removes or limits any statutory protection available to an individual under whistleblowing legislation.



9. Investigation and Response

When a concern is received, Supreme Mentoring Services will determine the appropriate response.

This may include:

- preliminary enquiries;
- an internal investigation;
- safeguarding action;
- referral to a commissioning organisation;
- referral to a regulatory or statutory body;
- disciplinary or contractual action; or
- referral to the police or other authorities.

The individual raising the concern will be informed, where reasonably possible, that the matter has been considered. Confidentiality or legal restrictions may prevent disclosure of detailed outcomes.

10. External Disclosures

Nothing within this policy prevents an individual from making a protected disclosure to an appropriate prescribed person or body where the legal requirements for doing so are met.

Individuals may wish to obtain independent advice before making an external disclosure.



11. Malicious Allegations

An individual will not face action simply because a genuine concern proves to be unfounded.

However, knowingly making false or malicious allegations may be treated as misconduct or a breach of contractual expectations.

12. Review

This policy will be reviewed annually and following significant changes in legislation, organisational arrangements or safeguarding practice.

Policy Owner: Taj Reid

Date Approved: August 2026

Next Review: August 2027



12. Record Keeping and Confidentiality

Recruitment and vetting information will be handled securely and confidentially in accordance with applicable data protection requirements.

Access will be restricted to individuals who have a legitimate reason to access the information.

13. Responsibility

The Policy Owner has overall responsibility for ensuring that safer recruitment procedures are implemented appropriately.

All individuals involved in recruitment have a responsibility to prioritise the welfare and safety of children throughout the recruitment process.



14. Review

This policy will be reviewed annually or sooner where there are changes to legislation, statutory safeguarding guidance, organisational practice or learning arising from a safeguarding incident.

Policy Owner: Taj Reid

Date Approved: August 2026

Next Review: August 2027