

# Whistleblowing Policy and Procedure

## Introduction

This policy applies to all staff, volunteers and contractors, paid and unpaid, working in the school including governors.

Training is provided on whistleblowing as part of the safeguarding and child protection training regularly provided by the school.

The School has adopted this policy and the accompanying procedure on whistleblowing to enable members of staff to raise concerns internally and in a confidential fashion about fraud, malpractice, health and safety, criminal offences, miscarriages of justice, a failure to comply with legal obligations, inappropriate behaviour or unethical conduct. The policy also provides, if necessary, for such concerns to be raised outside the organisation.

Members of staff must acknowledge their individual responsibilities to bring matters of concern, including low-level concerns, to the attention of senior management and/or relevant agencies. Although this can be difficult, this is particularly important where the welfare of children may be at risk.

*Don't think what if I'm wrong - tnkar 2 (P) 85ua y- n 2 (P) 13(1.42Pd-3. 90. 92 (P) 15n fD 12 B33 0 Td F2o133 0 aen21B*



Any concern raised will be investigated thoroughly and in a timely manner, and appropriate corrective action will be pursued. You will be kept informed of the progress of the investigation and its likely timescale. Whenever possible and subject to third party rights, you will be informed of the resolution. However, sometimes the need for confidentiality may prevent us giving you specific details of the investigation or any disciplinary action taken as a result. You should treat any information about the investigation as confidential.

If you are not satisfied that your concern is being properly dealt with, you will have a right to raise it in confidence with the Governing Body. Alternatively, you can follow the external procedure below.

### **External Procedures**

The aim of this policy is to provide an internal mechanism for reporting, investigating and remedying any wrongdoing in school. In most cases you should not find it necessary to alert anyone externally.

However, where all internal procedures have been exhausted, a member of staff shall have a right of access to an external person/body. This may include (depending on the subject matter of the disclosure) HMRC, the Audit Commission, the Health and Safety Executive and/or the Local Authority Designated Officer (LADO) where the disclosure relates to a child protection issue.

It will very rarely, if ever, be appropriate for you to alert the media.

It should be noted that under the Public Interest Disclosure Act 1998, there are circumstances where a member of staff may be entitled to raise a concern directly with an external body where the individual reasonably believes :-

- that exceptionally serious circumstances justify it;
- that the School would conceal or destroy the relevant evidence;
- where they believe they would be victimised by the School; or
- where the Secretary of State has ordered it.

We strongly encourage you to seek advice before reporting a concern to anyone external. The independent whistleblowing charity, bka.4 (h)-9.1 (e S)-14.8 f-27.d.p(o)1.9 (r)4.-10.2 ( (a)2 ((o)1.9 e)9.1 (bs)-1.6 (e2 (e)9 (r)4.i)5.1