



## Whistleblowing Policy



### Rationale

College Park Infant School and Lyndhurst Junior School are committed to achieving the highest possible standards of service and ethical standards and this policy enables the raising of concerns of serious wrongdoing without fear of reprisal.

This policy applies to all individuals working for the schools at all levels and grades, whether they are employees, contractors, and casual or agency staff.

### Definitions

Whistleblowing is the disclosure of information which relates to suspected wrongdoing or dangers at work.

A whistle-blower is a person who raises a genuine concern that he/she believes is in the public interest relating to the above.

Whistleblowing is distinct from the Employee Complaints procedure which should be used if there is a complaint relating to personal circumstances in the workplace. Concerns about wrongdoing within the schools such as fraud, malpractice, mismanagement, breach of health and safety law or any other illegal or unethical act either on the part of management, the Local Governing Board or by fellow employees should be raised using this procedure.

This policy has been introduced in line with the Public Interest Disclosure Act 1998 (which can be viewed at <http://www.opsi.gov.uk/acts/acts1998>) to enable workers to raise issues of concern in an appropriate manner. It takes account of the Whistleblowing Arrangements Code of Practice issued by the British Standards Institute and Public Concern at Work (Independent whistleblowing charity) Helpline: (020) 7404 6609, e-mail: [whistle@pcaw.co.uk](mailto:whistle@pcaw.co.uk), website: [www.pcaw.org.uk](http://www.pcaw.org.uk)

### Purposes

This policy aims to:

- Encourage workers to feel confident in raising concerns.
- Establish a fair and impartial investigative procedure.
- Provide avenues for workers to raise concerns and receive appropriate feedback.
- Ensure that workers receive a response to concerns and are aware of how to pursue them if they are not satisfied.
- Ensure that workers will be protected from any reprisals or victimisation by the schools, provided that there is reasonable belief that the matter disclosed tends to show wrongdoing and that the disclosure has been made in an appropriate manner.

### Processes

- In the first instance concerns should be reported to the Executive Headteacher or the Local Governing Board who will treat the matter with complete confidence.
- If you do not report your concerns to the Executive Headteacher or the Local Governing Board you may take them direct to King's Group Academies or the appropriate organisation or body.
- If you are not satisfied with the explanation or reason given to you, you should raise the matter with the appropriate organisation or body, e.g. the Police, the Environment Agency, Health and Safety Executive or Social Services Department.

The Public Interest Disclosure Act 1998 prevents you from suffering a detriment or having your contract terminated for ‘whistle-blowing’ and we take very seriously any concerns which you may raise under this legislation.

We encourage you to use the procedure if you are concerned about any wrong doing at work. However, if the procedure has not been invoked in good faith (e.g. for malicious reasons or in pursuit of a personal grudge), then it will make you liable to immediate termination of engagement or such lesser disciplinary sanction as may be appropriate in the circumstances.

Periodically, we will issue reminders about whistleblowing, as part of our professional open and honest working culture and as a model of good practice.

This policy is in line with, and relates to the King’s Group Academies Whistleblowing Policy and Procedure as well as that of our HR Provider, in the Portsmouth Manual of Personnel Practice.

### **Review**

When: Bi- Annually

By whom: Resources Committee of the Local Governing Board

Agreed: November 2018