



## **WHISTLEBLOWING POLICY**

This policy refers to the whole school including the EYFS

This policy and procedure has been adopted by the School to enable members of staff to raise concerns internally and in a confidential fashion about fraud, malpractice, health and safety, criminal offences, miscarriage of justice, and failure to comply with legal obligations, inappropriate behaviour or unethical conduct.

St Piran's School's policy on whistle-blowing is intended to demonstrate that the School:

- Has a culture of safety for raising concerns, valuing staff and of reflective practice.
- Will not tolerate malpractice.
- Respects the confidentiality of employees raising concerns and will provide procedures to maintain confidentiality so far as is consistent with progressing the issues effectively.
- Will provide the opportunity to raise concerns outside of the normal line management structure where this is appropriate.
- Will invoke the School's disciplinary policy and procedure in the case of false, malicious, vexatious or frivolous allegations.
- Will provide a clear and simple procedure for raising concerns, which is accessible to all employees.

### **Procedure**

This procedure is separate from the School's adopted procedures regarding grievances.

Employees should not use the whistle-blowing procedure to raise grievances about their personal employment situation.

This procedure is to enable employees to express a legitimate concern regarding suspected malpractice within the School, and potential failures in the school's safeguarding regime; these concerns should be in the public's interest.

Malpractice is not easily defined; however, it includes allegations of fraud, financial irregularities, corruption, bribery, dishonesty, acting contrary to the staff code of ethics, criminal activities, or failing to comply with a legal obligation, a miscarriage of justice, or creating or ignoring a serious risk to health, safety or the environment.

### **Confidentiality**

Employees who wish to raise a concern under this procedure are entitled to have the matter treated confidentially and their name will not be disclosed to the alleged perpetrator of malpractice without their prior approval. It may be appropriate to preserve confidentiality, that concerns are raised orally rather than in writing, although employees are encouraged to express their concern in writing wherever possible. If there is evidence of criminal activity the Police will be informed.

### **Raising a whistleblowing concern**

Employees will be at liberty to express their concerns to their line manager.

If this is not appropriate, they should contact the Headmaster. If the concern is about the Headmaster then it should be raised with the Chair of Governors, Mrs Kate Taylor, via the Bursar; where an allegation about the Headmaster is a safeguarding matter, this should be raised to the Safeguarding Governor as directed below.

Any concerns raised will be investigated thoroughly and in a timely manner, and appropriate corrective action will be pursued. The employee making the allegation will be kept informed of progress wherever possible and, subject to third party rights, will be informed of the outcome.

An employee who is not satisfied that his/her concern is being properly dealt with will have a right to raise it in confidence with the Headmaster. If this action would be inappropriate, then it should be raised with the Chairman of Governors, Mrs Kate Taylor, via the Bursar.

### **External Procedures**

It should be noted that under the Public Interest Disclosure Act 1998, there are circumstances where an employee may be entitled to raise concerns directly with an external body where the employee reasonably believes that:

- It is justified by exceptionally serious circumstances.
- The School would conceal or destroy the relevant evidence.
- He or she would be victimised by the School.
- The Secretary of State has ordered it.

### **Safeguarding**

If a member of staff suspects that there is a serious safeguarding issue that they feel that the Designated Safeguarding Lead is not taking seriously or that they believe there is a serious safeguarding issue involving the DSL they should in the first instance contact the Safeguarding Governor, Mrs Elaine Marriner; contact details are in the Safeguarding Policy or available from the Bursary. They can also contact the LADO directly by telephone: 01628 683194.

### **Malicious Accusations**

False, malicious, vexatious or frivolous accusations will be treated as gross misconduct and dealt with under the Schools' Disciplinary and Competency Procedures.

### **Protection from Reprisal or Victimisation**

No employee will suffer a detriment or be disciplined for raising a genuine and legitimate concern, providing that they do so in good faith and follow the Whistle-blower procedures.

### **Further information**

If you are in any doubt you can seek advice from Public Concern at Work, the independent whistleblowing charity, who offer a confidential helpline. Their contact details are:

***Public Concern at Work (Independent whistle blowing charity)***

Helpline: 020 7404 6609

E-mail: [whistle@pcaw.co.uk](mailto:whistle@pcaw.co.uk)

Website: [www.pcaw.co.uk](http://www.pcaw.co.uk)

**Reviewed by:**

**Headmaster**

**Date:**

**December 2018**

**Next Review date:**

**December 2019**