

Whistle Blowing Policy



WHISTLE BLOWING POLICY

Presented to Local Finance Committees:	St Helen's Date 12/09/2017 St Joachim's Date 11/09/2017
Presented to OLOG Audit & Risk Committee	11/10/2017
Presented and Approved by OLOG Board of Governors (Directors)	11/10/2017
Signature of Chair of Board of Directors:	
Name of Chair of Board	John Anthony
Date	
Version	1
Next review date	September 2019

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Introduction

This policy is designed to be accessible, easy to read and to reflect the inclusive open and honest environment promoted throughout the school.

This school is committed to the highest possible standards of openness, probity and accountability and aims to comply with the requirements of the Public Interest Disclosure Act, 1998.

This whistle blowing policy is intended to encourage and enable those covered by the policy to raise concerns at an early stage, in the right way and to do so without fear of recrimination, victimisation, discrimination or disadvantage.

The Act provides protection for workers who disclose information, which might otherwise be regarded as confidential as long as it falls into one of the following categories:

1. A criminal offence, including fraud or theft
2. The employer is in breach of their legal obligations
3. There is an issue of miscarriage of justice
4. There is a health and safety issue
5. There is an environmental issue

This policy is designed to ensure that those working in and around the schools in Our Lady of Grace Catholic Academy Trust be they teachers, other members of staff or governors can raise concerns safely and in the correct manner without feeling as if they are scared to do so and in the knowledge that they will not be punished if they do so. This does not apply if the concerns raised are later proved to be malicious.

All members of the school community notwithstanding the information contained in this policy have a duty of confidentiality towards the school and outside bodies such as the media should not be contacted as part of any whistleblowing action.

Raising a concern

Any person wishing to raise a concern should do so in the first instance with their line manager. It is expected that the nature of the environment promoted within the school will ensure that the line manager will take any approach seriously no matter what their personal views on the matter are.

If for any reason an individual wishes not to raise a concern with their line manager they should do so in the case of staff with the Headteacher. If the member of staff feels that their concerns have not been addressed, they should seek an appointment with the Chair of the Local Governing Body. In the case of governors they should speak in the first instance to the Chair of governors or the Chair of Directors.

All concerns of poor practice or possible child abuse by staff should be reported immediately to the Headteacher. Complaints about the Headteacher should be reported to the Chair of Governors who will then contact the Local Authority Designated Officer (LADO). If the Chair of Governors is not available, the LADO team can be contacted on the following number (Tel: 020 3373 3803). The LADO Team will advise about action to be taken and may initiate internal referrals within children's social care to address the needs of children likely to have been affected.

After a complaint has been raised

The person against whom the allegations have been made will be given an opportunity to respond. You will be kept informed of progress by the person to whom you have made your complaint and who is responsible for dealing with it.

All efforts will be made to keep your concerns private unless at some point you are required to give evidence.

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Independent Advice

If you have particular concern please either contact your trade union for advice or contact Public Concern at Work on 020 7404 6609. Additional information is to be found at: <http://www.pcaw.org.uk/>

If a member of staff feels that allegations have not been dealt with, in line with policy and procedure, staff can contact the NSPCC Whistleblowing Advice Line on 0800 028 0285 or email help@nspcc.org.uk.

This policy has been prepared by the governing body who are responsible for it.

Links with other policies

Acceptable Users	On line-Safety	Data Protection	Confidentiality
Health & Safety	Staff Handbook	Equalities	Inclusion
Financial Regulations	Conflict of Interest Policy		Gifts & Hospitality
Anti-theft and Fraud	Disciplinary / Grievance Policy		Appraisal Policy
Safer Recruitment Policy	Allegations against Staff		
Safeguarding, Early Help & Child Protection Policy			