



Whistle-blowing Policy

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Person responsible for policy: Clerk

WHISTLE BLOWING POLICY

1) Introduction

BePART Educational Trust operates with the highest standards of honesty and integrity. It therefore expects all employees and workers to adhere to these standards.

BePART Educational Trust actively encourages any employee to report any wrongdoing by the BePART Educational Trust or its employees.

2) Duty to report misconduct

The following are scenarios which must be reported by you

- a) Where a criminal offence has been committed, is being committed or is likely to be committed;
- b) Where a person has failed, is failing or is likely to fail to comply with legal obligations to which he or she is subject;
- c) Where a miscarriage of justice has occurred, is occurring or is likely to occur;
- d) Where the health or safety of an individual has been, is being or is likely to be endangered;
- e) Where the environment has been, is being or is likely to be damaged.

The aim of this Policy is to enable you to share your concerns about any wrongdoings, as previously identified, in the workplace. If you raise such concerns you will be protected by law if you have a reasonable belief that the wrongdoing is being committed, has been committed or is about to be committed.

However, if wrongful, reckless or malicious allegations are made then this may result in Disciplinary Action which may include summary dismissal on the grounds of gross misconduct. False allegations can of course threaten a career which is why such sanctions are necessary against an accuser of this type.

3) Procedure

If you have an honest and reasonable belief that some sort of malpractice is happening or contemplated, either by BePART Educational Trust or on its premises, you should immediately discuss the matter with the Headteacher, unless for any reason it is inappropriate in the circumstances to do so. The Headteacher will try to resolve the matter promptly.

You may be asked to put your concerns in writing if this is appropriate. In all cases the matter will be discussed fully with you in order to resolve the issue.

If you are not satisfied with the decision or the proposed actions suggested by the Headteacher, or if it is inappropriate to involve that person, you should refer the matter to the Chief Executive Officer.

4) Protection of identity

BePART Educational Trust will do as much as is reasonably possible to preserve the anonymity of anyone reporting their suspicions, although you should realise that no system is fool proof and that there may be times when your identity is self-evident.

There may also be occasions when the anonymity must be waived because of the nature of any such allegations.

BePART Educational Trust will use all reasonable endeavours to ensure that if you have made a legitimate complaint under this procedure that you will not be subjected to any detrimental treatment as a result of that disclosure. If you do believe that you have suffered a detriment as a result of a disclosure, then you should raise this as a grievance in accordance with the Grievance Procedure.