Policy Information Sheet

Name of Policy:	**Whistleblowing Policy**
Delegated Authority	☒ Trust Board ☐ Nominated Committee ☐ CEO ☐ CFO ☐Other _____
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1.0	CFO	None required	July 2025
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Whistleblowing policy

1. Introduction

1.1 This policy is related to the school's stated vision and values. This policy outlines the requirement of good practice for sharing of information where there are concerns by staff that the Trust is at risk through the actions of a colleague or colleagues.

1.2 The Trust is committed to the highest standards of openness, probity and accountability and expects employees (and others linked to the school) who have serious concerns to voice these concerns.

1.3 As part of this commitment the school and the Trust Board are committed to combating any acts of impropriety wherever they may arise in relation to any of the Trust's activities or services. In achieving this aim, the Trust Board has put in place arrangements to ensure high standards are maintained and that any act of impropriety is prevented or is detected at an early stage.

1.4 The Trust realises, however, that despite its best efforts, impropriety (e.g. unlawful conduct, financial malpractice, conducting activity which may present a danger to the public, employees or the environment) can be discovered by chance. It is often through the alertness of not only their workers but members of the public, other authorities or agencies, service users, partners or suppliers / contractors etc. that impropriety is detected. Consequently, the Trust Board acknowledges the important role that these parties, including the local community, have to play in helping the Trust to maintain high standards and are keen to involve them in its arrangements for the detection of acts of impropriety.

2 Commitment

2.1 The school's Trust Board is committed to the principle that where any person, i.e. employee, Trustee, member of the public or any other external body, becomes aware of, or has concerns about, activity in the school which appears to fall below its high standards of honesty, integrity, openness and accountability, they should be reported promptly to the school or another appropriate body.

2.2 As part of this commitment the Trust Board acknowledges the need to encourage any person who believes that there may be something seriously wrong within the school or who may have concerns about any aspect of the school's work to come forward and voice those concerns. The Trust Board is committed to creating and maintaining a culture whereby any individual who seeks to express concerns and suspicions may do so with confidence, without fear of repercussion or intimidation and in the knowledge that the information will be treated confidentially and will be investigated fully and rigorously.

Aims

2.3 The aim of this policy is to provide a framework to enable staff to feel confident in coming forward to raise concerns.

2.3.1 This protocol applies to all employees at the school including temporary, agency, authorised volunteers or those on a work experience placement.

2.4 This document can be read in conjunction with the Data Protection Policy.

2.5 The Trust recognises the decision to report a concern can be a difficult one to make. If what is being reported is true, the colleague will be doing their duty to their employer and those for whom they provide a service. The person raising concerns has the right to be protected, and the Trust will not tolerate any harassment or victimisation (including informal pressures) and will take appropriate action to protect colleagues if they raise a concern which is in the public interest.

3 Principles and practice

3.1 Issues that might be reported include:

i. Conduct which is an offence or a breach of law.

ii. Failure to comply with a legal obligation.

iii. Health and safety risks

iv. The unauthorised use of public funds.

v. Possible fraud and corruption

vi. Sexual, physical or other abuse

vii. Other unethical / unprofessional conduct.

viii. Actions which are unprofessional, inappropriate or conflict with a general understanding of what is right and wrong.

ix. Actions which bring the school and the Trust into disrepute

3.2 Other procedures are available to employees e.g., the grievance procedure which relates to complaints about your own employment. This policy does not replace the complaints procedure.

3.3 All concerns will be treated in confidence and every effort will be made not to reveal the identity of the person raising the concern if so wished. At the appropriate time, however, they may need to come forward as a witness and anonymity cannot be guaranteed at this time.

3.4 Concerns should be raised with the following people in the first instance:

Lorna McLean – CEO (CFO / Principal Designate)

Tristan Keates – Principal Designate (Teaching staff)

Wendy Pattison – CFO – (Support staff)

Joanna Bailey – Chair of Trustees – (CEO)