



Worle Village Primary School



Whistle Blowing Policy

1. Background

This policy sets out the ways in which concerns about malpractice may be raised within the school and, where necessary, outside the school, whilst protecting whistle blowers from dismissal and victimisation.

Note: Any concerns about child protection is not considered as whistle blowing and all employees have a legal duty to pass on any information or concerns involving the safeguarding or protection of children. This includes concerns about fellow professionals, or anyone who works or comes in contact with children. (*reference School Safeguarding Policy*)

2. Introduction

Our school is committed to the highest possible standards of conduct, accountability, openness and honesty. We endeavour to create a culture of openness where staff feel able to raise any questions or concerns they may have in regards to the school's work or their employees. We aim to provide a safe environment where employees feel able to express their concerns and we encourage **all employees** to disclose any concerns they may have.

We recognise that it is often employees who are the first to realise that there may be something seriously wrong within the school. However they may not express their concerns because they feel that speaking up would be disloyal to the school and / or their colleagues. They may also fear harassment or victimisation and may decide to ignore the concern, rather than raise it in the school.

Our school is committed to protecting employees who disclose concerns in 'good faith'.

Note: The term **employees** refers to all people working on the school premises for the school, including permanent and temporary teaching and support staff and SSMA's; volunteers; the wider school community, such as Governors and agency staff; trainees on vocation / work experience and contractors, such as consultants, builders, and drivers.

3. Communicating concerns internally

This policy confirms that employees will be able to express their concerns without fear of being victimised or penalised in any way. This policy is in addition to the school's complaints procedure.

- We will listen to concerns, take them seriously, and ensure they are dealt with justly and fairly.
- Whistleblowers will be treated as witnesses, not complainants.
- Victimisation of people who raise genuine concerns will be treated as a disciplinary offence.
- We will not tolerate harassment or victimisation in any form and will take action to prevent it.
- Disciplinary action will be taken against those who try to stop someone from raising a concern.

4. Reporting concerns

When concerns arise, staff should contact their line manager in the first instance. If this is not possible, the concern should be referred to the next senior manager (See Referral flow Chart for whistle blowing – Appendix 1).

If a member of staff feels uncomfortable speaking to their line manager, and wish to speak directly to a school governor, their contact details can be obtained from the School Office.

All concerns will be treated in confidence and every effort will be made not to reveal the whistleblowers identity.

Note: At times it may be impossible to guarantee complete confidentiality if information is needed from other members of staff as part of the investigation.

5. Wider disclosure

Although it is strongly encouraged that concerns are raised within school, we recognise that at times employees may find it difficult to raise their concerns internally and may prefer to 'whistle blow' outside of the school to an external agency.

In order to do this, whistle blowers must;

- Reasonably believe that they will be victimised if they raise their concerns internally.
- Reasonably believe a cover up is likely.
- Have already raised the matters internally and the issues have not be addressed.

If you are unsure whether to raise concerns externally, you may want to seek advice from the charity **Public Concern at Work** who will offer confidential, independent advice;

Website - www.pcaw.co.uk

Email – helpline@pcaw.co.uk

Phone – 020 74046609

Note –

Employees who decide to take the matter outside the school should be careful not to reveal any confidential information. The external agency contacted should be able to advise you further on this. Untrue allegations which are made for personal gain, or are considered malicious or frivolous, will lead to disciplinary action against the individual.

6. Monitoring this policy

The Head teacher has overall responsibility for monitoring the Whistle blowing policy, in conjunction with the named Governor linked to this policy.

Review:

Reviewed by Performance Cttee: Following their meeting on 8 th May. Via e-mail. Endorsed by FGB May 12				
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