



Policy for

Whistleblowing

Prepared by:	Adopted by Board of Directors	Signed	Renewal Date (3 year cycle)
		----- Chair of Board of Directors	

Whistle Blowing Policy

We agree with the Nolan Committee on Standards in Public Life that ~~whistle blowing~~ is the raising of concerns about misconduct within an organisation. We actively encourage all Academy personnel to report any serious concerns about any aspect of the Academy or the conduct of its personnel or others acting on behalf of the Academy. We are committed to the highest possible standards of openness, integrity and accountability.

We believe that where the concern relates to an individual's own employment the Academy's Grievance Policy must be used. However, if the concern relates to something which is against the Academy's policies, falls below standards of practice or amounts to improper conduct then the procedures in this policy must be used.

We as an Academy community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

Aims

- To encourage all Academy personnel to report any serious concerns about any aspect of the Academy or the conduct of its personnel or others acting on behalf of the Academy.
- To work with other Academies to share good practice in order to improve this policy.

Responsibility for the Policy and Procedure

When a concern has been raised the following procedure will be followed:

Role of the LGB

The LGB has:

- delegated powers and responsibilities to the Principal of Academy to ensure all Academy personnel and visitors to the Academy are aware of and comply with this policy;
- responsibility for ensuring that the Academy complies with all equalities legislation;
- nominated a designated Equalities governor to ensure that appropriate action will be taken to deal with all prejudice related incidents or incidents which are a breach of this policy;
- responsibility for ensuring funding is in place to support this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility for ensuring all policies are made available to parents;

- the responsibility of involving the Academy Council in the development, approval, implementation and review of this policy;
- nominated a link governor to visit the Academy regularly, to liaise with the Principal of Academy and to report back to the LGB;
- responsibility for the effective implementation, monitoring and evaluation of this policy.

Role of the Principal of Academy

The Principal of Academy will:

- ensure all Academy personnel and volunteers are aware of and comply with this policy;
- work closely with the link governor;
- provide leadership and vision in respect of equality;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy;
- annually report to the LGB on the success and development of this policy.

Role of the Nominated Governor

The Nominated Governor will:

- work closely with the Principal of Academy and the Co-ordinator,
- ensure this policy and other linked policies are up to date;
- ensure that everyone connected with the Academy is aware of this policy;
- report to the LGB every term;
- annually report to the LGB on the success and development of this policy.

Support for Academy Personnel

The LGB will provide support for both:

- the member of staff who has raised the concern;
 - the member of staff against whom allegations have been made.
- During the investigation the LGB will keep both parties informed of all progress.
 - No action will be taken against a member of staff if, after investigation, their concern has not been confirmed.
 - Disciplinary action will be taken if a concern is raised frivolously, maliciously or for personal gain.

Confidentiality

All raised concerns are investigated and every effort is made to ensure confidentiality for all parties.

Raising a Concern

Stage 1

- All concerns should be made in person or in writing.

- The person raising the concern may wish to receive help from the Local Authority or from their trade union representative.
- At any future meeting the employee may be accompanied by a colleague or their trade union representative.

Stage 2

- Within 10 working days the person with whom the concern has been registered acknowledges receipt in writing.
- The letter will state the following:
 - How the concern will be dealt with;
 - How long it will take to provide a final response;
 - Information on employee support services.

Stage 3

- After initial enquiries have been conducted, a decision will be made if an investigation should take place.
- The investigation will be either:
 - an internal investigation;
 - a referral to the police;
 - a referral to the Council Auditor;
 - an external independent enquiry.

Stage 4

- The employee will be informed in writing of the outcome of the investigation by the LGB.
- The employee has the right to take their concern to an independent body if they feel it has not been addressed adequately.

Disclosures

- Academy personnel have a duty to the Academy not to disclose confidential information.
- However, in accordance with the provisions of the Public Interest Disclosure Act 1998 this does not prevent an employee from seeking independent advice nor discussing their concern with the charity Public Concern.

Raising Awareness of this Policy

We will raise awareness of this policy via:

- the Academy Handbook/Prospectus
- the Academy website
- the Staff Handbook
- reports such as the annual report to parents and Principal of Academy reports to the LGB

Training

We ensure all Academy personnel have equal chances of training, career development and promotion.

Periodic training will be organised for all Academy personnel so that they are kept up to date with new information and guide lines concerning equal opportunities.

Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any staff member or pupil and it helps to promote equality at this Academy.

Monitoring the Effectiveness of the Policy

Annually (or when the need arises) the effectiveness of this policy will be reviewed by the Co-ordinator, the Principal of Academy and the nominated governor and the necessary recommendations for improvement will be made to the Governors.

