

## The Swan School Policy – Whistle Blowing

Aims:	<ul style="list-style-type: none"> <li>● To create an honest and open culture whereby individuals feel able to speak freely on a range of matters</li> <li>● To encourage individuals to raise serious concerns without fear of reprisal or victimisation</li> <li>● To support the right of the Academy and staff to protect themselves against inappropriate allegations</li> <li>● To support and foster the spirit of trust and respect in line with the school's values</li> <li>● To ensure that school staff all operate with a common set of high values and are self-monitoring</li> </ul> <p><i>This will be achieved by:</i></p> <ul style="list-style-type: none"> <li>● In an honest and open environment develop a culture of trust in that all concerns raised will be followed up quickly and thoroughly</li> </ul>
Targets/ Outcomes	<ul style="list-style-type: none"> <li>● Create suitable guidelines for all parties in terms of expected conduct, ethics and the values of the Academy</li> <li>● Establish safe routes for concerns to be communicated, offering fair protection to those who raise and those who are the focus of such concerns</li> <li>● Create a fair and impartial investigative procedure to consider and respond to concerns raised in a timely manner</li> <li>● Malicious and unfounded allegations are avoided</li> </ul>
Definition:	<ul style="list-style-type: none"> <li>● Whistle blowing is the reporting by staff or ex-staff of wrong-doing or other illegal or unethical acts undermining the ethos of the school either on the part of other staff, management, or the Governing Body, without fear of reprisal.</li> <li>● Disclosures should be made in the public interest. That one or more of the following matters is either happening, has taken place, or is likely to happen in the future:             <ol style="list-style-type: none"> <li>1. A criminal offence</li> <li>2. The breach of a legal obligation</li> <li>3. A miscarriage of justice</li> <li>4. A danger to the health and safety of any individual</li> <li>5. Damage to the environment</li> <li>6. Deliberate attempt to conceal any of the above.</li> </ol> </li> </ul>
<b>Roles and Responsibilities:</b>	
Students will:	<ul style="list-style-type: none"> <li>● Report appropriate concerns in line with the established students' complaints procedure</li> </ul>
All staff will:	<ul style="list-style-type: none"> <li>● Actively commit to the honest and open culture engendered by the school and report appropriate concerns in line with the specified procedure</li> <li>● Seek to discuss and resolve concerns promptly to maintain the positive spirit and values of the Academy</li> <li>● Raise concerns at any time about an incident that happened in the past, is happening now, or you believe will happen in the near future</li> <li>● Adhere to the requirement not to publicly disclose the school's confidential information, unless the Academy fails properly to consider or deal with an issue in line with the specified procedure</li> </ul>
Team leaders/ Line Managers will:	<ul style="list-style-type: none"> <li>● Listen carefully and considerately to concerns and give appropriate feedback</li> <li>● Emphasise their support for an honest and open culture and treat all concerns raised to them diligently and sensitively in line with the relevant procedures.</li> <li>● Report any concerns raised with them to a member of SLT.</li> </ul>
Parents and carers will:	<ul style="list-style-type: none"> <li>● Inform the school if their child has made any complaints or they have genuine concerns relating to a teacher or staff member</li> <li>● Support the school in the fair and balanced implementation of its investigation procedures</li> </ul>
SLT will:	<ul style="list-style-type: none"> <li>● Foster the school value of integrity where all members of our community do the right thing because it is the right thing to do and have the confidence to challenge wrong-doing when they see it.</li> <li>● Build student/staff confidence in the policy</li> <li>● Investigate escalated concerns diligently and sensitively</li> <li>● DSL/Head will seek advice from the LADO with respect to any safeguarding allegations before carrying out any investigation or further action.</li> </ul>
<b>Related Docs:</b>	Students Complaints Procedure, Staff Allegations & Grievance Procedure Public Interest disclosure Act 1998 <a href="#">GOV.UK - Whistleblowing</a> <a href="#">Public Concern at Work</a>

<b>Monitoring Date:</b>	<b>Monitored By:</b>	<b>Full Review Due:</b>	<b>Review By:</b>