

Part 1

Name of policy	S5 Whistle blowing
Status of policy	This is a recommended policy
Consultation	This policy has been developed following consultation with Staffing Governors, Senior Leadership Team, Teaching Staff and Support Staff.
Relationship with other policies	This policy should be read in conjunction with: F3 – Financial Controls New P10 - Complaints P – Safeguarding S4 – Staff discipline and grievance The Public Interest Disclosure Act 1998
Date policy was agreed	13 th June 2016
Date for full implementation	Immediate
Date for review	Every 3 years

Part 2

Policy

1. The Governing Body is committed to maintaining a culture of openness, accountability and integrity.
2. The Governing Body is committed to all members of staff feeling secure in raising concerns about any activity which may harm individuals or undermine the reputation of the school.
3. Whistle blowing should take place when a member of staff has a concern about:
 - Safeguarding;
 - Misuse of public money;
 - Corruption or unethical conduct;
 - Damaging the environment;
 - A Health and Safety risk;
 - Breaking the law;
 - Concealment of any of the above.

This is not an exhaustive list.

Part 3

Procedures

1. A member of staff can whistle blow (as defined in paragraph 3 above) by reporting the matter verbally or in writing to the Headteacher.
2. The Headteacher will consult the Local Authority Designated Officer (LADO) and Designated Senior Person (DSP) or their Deputy if the whistle blowing is related to safeguarding/child protection.
3. The Headteacher will consult with the Local Authority Human Resources Advisor (HR Advisor) for advice and guidance.
4. The Headteacher will ensure that the member of staff who is the subject of the whistle blowing concern is made aware of the right to seek advice from a trade union advisor and/or HR Advisor.
5. The Headteacher will feedback his action to the member of staff who has shared the whistle blowing concern within 5 working days.
6. Where the whistle blowing concern is in respect of the Headteacher, the member of staff should report their concern directly to the Chair of Governors and the procedure will be as set out in paragraph 10 below.
7. If the member of staff who has shared the whistle blowing concern feels the concern has not been addressed adequately they can address their concern in written form to the Chair of Governors who will acknowledge receipt within 5 school days. The Chair of Governors will determine with the Headteacher how the whistle blowing concern has been dealt with. If necessary, the Chair of Governors will consult with the Local Authority and the findings will be reported to the member of staff who has shared the whistle blowing concern within 5 school days of acknowledging receipt of the concern.
8. Free, confidential and impartial advice is available to staff from helpline@pcaw.co.uk and further advice can be obtained from www.acas.org.uk
9. Bracknell-Forest's Whistle blowing document can be found at: <http://www.bracknell-forest.gov.uk/full-details-of-whistleblowing-policy-and-procedure.pdf>

Arrangements for monitoring and evaluation

10. The Headteacher will report any cases regarding whistle blowing to the Chair of Governors and also to the Chair of the relevant Governors' Committee:
 - Staffing Committee (if regarding unethical conduct);
 - Finance Committee (if regarding misuse of public money);
 - Buildings and Grounds Committee (if regarding health and safety);
 - Pastoral Committee (if regarding safeguarding/child protection).