



**The John Bentley School**  
An Outstanding Centre for Learning

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## Whistleblowing Policy

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# The School Vision

An Outstanding Centre for Learning

This vision will be realised through ensuring that:

- Teaching will inspire, motivate and challenge students to learn.
- Every student will achieve more than they ever thought possible.
- The Calne area and community will be proud of JBS.
- We will fully support every individual in our school community.
- We will have an inspirational learning environment.



### Version Control

Version	2.0
Approved	28.06.17
Committee	Full Governing Body
Statutory Policy	Yes
Review Period	3 years
Review	June 2020

## **Definition of a whistleblower**

A whistleblower is an employee that reports an employer's misconduct. There are laws that protect whistleblowers from being fired or mistreated for reporting misconduct. One of these laws is the Whistleblower Protection Act.

## **Policy statement**

The John Bentley School is committed to the highest possible standards of openness, honesty and accountability. This whistleblowing policy and procedure supports this commitment. The purpose of this policy is to provide employees and governors of The John Bentley School with the help and support needed to speak up and be confident that they can do so safely. Concerns will be taken seriously and they will be dealt with promptly and fairly.

## **Scope**

This policy gives employees and others with genuine concerns about malpractice or wrongdoing in the school a way to voice those concerns without fear of victimisation. Sometimes people are reluctant to act upon their concerns because they think that they are being disloyal.

There are existing procedures in place (grievance procedure), which make provision for employees to lodge a concern relating to their own employment. This whistleblowing policy is intended to complement those procedures by covering concerns that appear to fall outside their scope and which are in the public interest. This concern may be about something that is potentially (but not exclusively):

- Unlawful, including financial or fraudulent malpractice (embezzlement, bribery, corruption, dishonesty etc)
- Against Academy standards of practice
- Improper conduct

## **How to raise a concern**

Initial concerns should be raised with the whistleblowing governor via the email address [whistleblowing@johnbentley.wilts.sch.uk](mailto:whistleblowing@johnbentley.wilts.sch.uk). If your concern is about the whistleblowing governor, please raise it with the chair of governors.

This concern can be made in person, by telephone, email or in written form marked private and confidential. Anonymity will be respected wherever possible.

The Whistleblowing Governor will contact the whistleblower to arrange a meeting to discuss the concerns raised. It would be helpful at this point, to have written information regarding the concern e.g. dates, places, other documents that are considered helpful. It is advised that a third party attends the meeting (friend, colleague, union representative).

## **How will the matter progress?**

The Whistleblowing Governor will hold an initial meeting, after which they will appoint an investigating officer to make internal enquiries and decide whether an investigation is appropriate and if so, what form it should take. The purpose of this is to establish the facts of the matter.

Records will be kept of the work undertaken and actions taken throughout the process. The investigating officer(s), will consider how best to report the findings and what corrective action needs to be taken. This may include some form of disciplinary action or third party referral such as the police or external auditor.

If an investigation is carried out the whistleblower will always be informed of the outcome. It might not be possible to give full details due to the Data Protection Act.

If the whistleblower is dissatisfied with the conduct of the investigation or outcome this should be raised with the investigating officer(s), Governing Body and /or the Local Authority.

### **How will the school treat whistleblowers?**

If an allegation is made in the public interest and with reasonable belief of malpractice, but it is not confirmed by the investigation, no action will be taken against the whistleblower. If a whistleblower knowingly makes malicious allegations, disciplinary action may be taken.

Where an employee may have been party themselves to an act of gross misconduct on which they are now 'blowing the whistle' this could be considered mitigation. They are not, however, exempt from disciplinary action.

The Governing Body will make every effort to protect an employee's identity when s/he raises a concern and does not want her/his name to be disclosed. It must be appreciated however, that the investigation process may reveal the source of the information and a statement by the employee may be required as part of the evidence.

## Appendix A

The whistleblowing governor is Nicky Brennan.