



## Whistleblowing Policy

Status	Statutory Guidance
Policy Updated	May 2018
Policy Adopted	21 <sup>st</sup> May 2018
Panel Responsible:	MAT Board
Origin:	Michelmores
Date Full Review:	September 2019
Policy Management:	DFO

## **1 ABOUT THIS POLICY**

- 1.1 St Christopher's Multi-Academy-Trust ('the Trust') is committed to providing education and all our services, with honesty and integrity. This policy is to encourage anyone with concerns about any aspects of our work to come forward to express their concerns and to set out how the Trust will respond.
- 1.2 This policy covers all employees, officers, consultants, contractors, volunteers, casual workers and agency workers.
- 1.3 This policy does not form part of any employee's contract of employment and we may amend it at any time.

## **2 WHAT IS WHISTLEBLOWING?**

- 2.1 Whistleblowing is the reporting of suspected wrongdoing or dangers in relation to our activities. This includes bribery, fraud or other criminal activity, miscarriages of justice, health and safety risks, safeguarding risks, damage to the environment and any breach of legal or professional obligations.
- 2.2 If you have concerns or issues in relation to how they have been treated then they should raise this under the grievance procedure.
- 2.3 If you have doubts or questions about any aspect of this policy then please speak to your immediate manager. For teaching staff this will be the Headteacher or for non-teaching staff it will be the Line Manager.

## **3 HOW TO RAISE A CONCERN**

- 3.1 The Trust hopes that in many cases you will be able to raise any concerns with your manager. However, where you prefer not to raise it with your manager for any reason, you should contact the Trust CEO, or if the allegation is concerning that person, the Chair of St Christopher's Board. Contact details are at the end of this policy.
- 3.2 Where you are considering raising a concern in accordance with this policy you should consider seeking advice from your professional association (if appropriate).
- 3.3 The Trust will arrange a meeting with you as soon as possible to discuss your concern. You may bring a colleague or union representative to any meetings under this policy. Your companion must respect the confidentiality of your disclosure and any subsequent investigation.
- 3.4 The Trust will then form a view about the best way to proceed with an investigation and you will be informed (as appropriate) about the steps being taken in respect of your concern. If you remain dissatisfied then you may raise a grievance.

## **4 CONFIDENTIALITY**

- 4.1 The Trust hopes that staff will feel able to voice whistleblowing concerns openly under this policy. Completely anonymous disclosures are difficult to investigate. If you want to raise your concern confidentially, we will make every effort to keep your identity secret and only reveal it where necessary to those involved in investigating your concern.

## 5 EXTERNAL DISCLOSURES

- 5.1 The aim of this policy is to provide an internal mechanism for reporting, investigating and remedying any wrongdoing in the workplace. In most cases you should not find it necessary to alert anyone externally.
- 5.2 The law recognises that in some circumstances it may be appropriate for you to report your concerns to an external body such as a regulator. We strongly encourage you to seek advice before reporting a concern to anyone external. Public Concern at Work operates a confidential helpline. Their contact details are at the end of this policy.

## 6 PROTECTION AND SUPPORT FOR WHISTLEBLOWERS

- 6.1 The Trust aim to encourage openness and will support whistleblowers who raise genuine concerns under this policy, even if they turn out to be mistaken.
- 6.2 Whistleblowers must not suffer any detrimental treatment as a result of raising a genuine concern. If you believe that you have suffered any such treatment, you should inform your line manager immediately, . where you prefer not to raise it with your line manager for any reason, you should contact the Trust CEO, or if the allegation is concerning that person, the Chair of St Christopher's Board. Contact details are at the end of this policy.
- 6.3 If the matter is not remedied you should raise it formally using our Grievance Procedure.
- 6.4 You must not threaten or retaliate against whistleblowers in any way. If you are involved in such conduct you may be subject to disciplinary action.
- 6.5 However, if the Trust concludes that a whistleblower has made false allegations maliciously or with a view to personal gain, the whistleblower may be subject to disciplinary action.
- 6.6 Public Concern at Work operates a confidential helpline. Their contact details are:

<b>Public Concern at Work</b>	Helpline: (020) 7404 6609
(Independent whistleblowing charity)	E-mail: <a href="mailto:whistle@pcaw.co.uk">whistle@pcaw.co.uk</a>
	Website: <a href="http://www.pcaw.co.uk">www.pcaw.co.uk</a>

### Contact Details

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