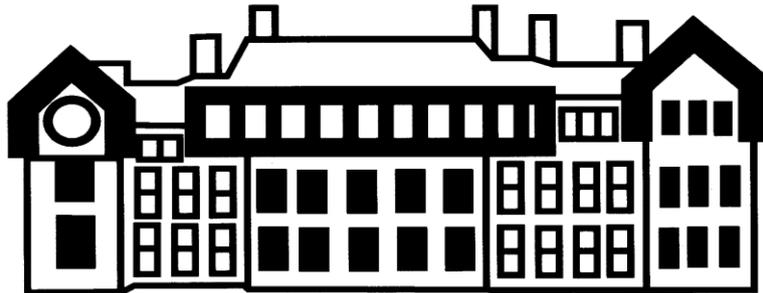


Gordon Primary

GORDON



SCHOOL

Whistle Blowing Policy

Ratification date: June 2016

Review date: June 2019

Signed _____ Headteacher

Signed _____ Chair of Governors

Whistle Blowing Policy

Gordon Primary School has adopted the model Whistle Blowing Policy of the Royal Borough of Greenwich.

1, Aims and Objectives

In a large organisation like the Council, there is always a risk that fraud or other malpractice may occur. Such activities cannot be tolerated and their rapid identification and elimination is of benefit to the Council, its employees and, above all, the residents of Greenwich.

The Council recognises that its employees are often the first people to suspect or realise that something is wrong. It is therefore fully committed to dealing responsibly and professionally with employees' genuine concerns about fraud or other unlawful practices. The Council also recognises that, for a number of reasons, employees often feel reluctant to raise such concerns. That is why the Council adheres to, and promotes, the *Public Interest Disclosure Act 1998*, which gives new rights to 'whistle blowers'.

2, Raising Concerns

If you have a concern in the workplace involving:

- a criminal offence
- failure to comply with a legal obligation
- a miscarriage of justice
- endangerment of the health and safety of any person
- damage to the environment
- deliberate concealment of any of the above

you should call the **Council's 24 hour Confidential Reporting Hotline: 0800 169 6975**

Alternatively, you can contact the following:

The Chief Finance Officer
Chief Executive's Department
Riverside House
London
SE18 6DF

020 8921 5240

All communications will be dealt with in the strictest of confidence and all reasonable steps will be taken to protect your identity if you so wish.

3, Legal Protection

The *Public Interest Disclosure Act, 1998* gives you legal protection if you are victimised or unfairly dismissed because you have 'blown the whistle' about particular concerns at work.

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The law imposes a number of restrictions on when and to whom you can express your concern and still receive the protection of the Act. Generally, the more public the disclosure, the greater the restrictions on employees. However, to make a disclosure to the Council (as your employer), you only need to act in good faith i.e. with an honest belief about the concern you raise.

Through its policies and practice, the Council actively promotes the raising of concerns.

4, The Council's Whistle Blowing Procedure and Reporting Hotline

The Council hopes that you will be able to mention to your line manager anything about work which is troubling you. If not, the Council has a Confidential Reporting Hotline where you can report your concern in the strictest confidence: 0800 169 6975.

5, Malicious Allegations

There is no legal protection if you make a malicious allegation. Such allegations cause unnecessary harm to those accused and wastes time and money that could be spent investigating genuine concerns. Please note that any reports which prove to be deliberately malicious or misleading will be treated as a serious breach of the Council's disciplinary code.

6, Policy Review

This policy was drafted in consultation with staff, trade unions and the independent advice agency for whistle blowers: *Public Concern at Work*. The policy commits the Council to ensuring that you will not suffer any victimisation or be dismissed for raising a genuine concern. Copies of the policy are available from your organisation.

This policy will be adopted by Gordon Primary School every three years unless the policy is reviewed and updated by the Royal Borough of Greenwich.