



HOLTON LE CLAY SCHOOLS FEDERATION

HOLTON-LE-CLAY JUNIOR and INFANT SCHOOL WHISTLEBLOWING POLICY



The Public Information Disclosure Act (1998) applies to our school to ensure accountability and good governance. This assures all staff that it is safe to raise any legitimate concerns about activities and practices within the school.

This policy makes it possible for anyone who works for, or on behalf of, the school to raise concerns they have and to be sure that these issues will be taken seriously.

Examples of issues which may be raised include:-

1. conduct which is an offence or a breach of law
2. disclosures related to miscarriage of justice
3. health and safety risks, including risks to the public as well as other employees
4. damage to the environment
5. the unauthorised use of public funds
6. possible fraud or corruption
7. sexual or physical abuse
8. unethical conduct
9. something that makes you feel uncomfortable
10. something which is against official policies
11. something which is unlawful
12. something which amounts to improper conduct

This is not intended to replace grievance or other established processes.

Generally if you want to raise an issue, there are established channels through the Executive Headteacher or Chair of Governors. However it may be that this route cannot be used:-

- maybe you have raised an issue and not had a satisfactory response
- perhaps the normal contact is the very person you have concerns about

If there is an issue that you cannot or do not feel able to take through the Executive Headteacher or Chair of Governors and it falls in the above areas there are two ways to share that information.

1. You can write to Lincolnshire County Council, PO Box 640, Lincoln LN1 1WF
2. Phone 08000853716

This will start a confidential and independent examination process. As far as possible, Confidentiality will be respected, but obviously this cannot be guaranteed in all circumstances (e.g. if the matter proved to be a criminal offence, police may be involved).

Whilst Lincolnshire County Council will support any employee who raises genuine concerns vexations or malicious reports will not be tolerated and could result in disciplinary action. Anyone requiring further information may request a copy of Lincolnshire County Councils Confidential Reporting Code.

This policy was approved by the Governing Body on 28TH November 2012 and will be reviewed annually.

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Last reviewed and approved on	January 2014
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Submitted to staff on:	
Reviewed by	Reviewed on:
Approved by Holton le Clay Schools Full Governing Body	Approved on: 1 st October 2018