



St Edmund's Catholic Primary School

Whistle-blowing Policy

Policy adopted on: 23rd May 2022

To be reviewed: May 2025

The Public Interest Disclosure Act 1988 (PIDA), the law that protects *whistleblowers* from negative treatment or dismissal for raising their concerns, is a 'day one' right. This means that a worker or employee can bring a legal claim under PIDA as a *whistleblower* from the first day of their employment. This differs from other employment rights which require the employee or worker to have two years of service.

The staff and governors of St Edmund's School seek to run all aspects of school business and activity with full regard to high standards of conduct and integrity. In the event that members of school staff, parents, governors or the school community at large become aware of activities which give cause for concern, St Edmund's has established the following whistleblowing policy, or code of practice, which acts as a framework to allow concerns to be raised confidentially and provides for a thorough and appropriate investigation of the matter to bring it to a satisfactory conclusion.

Throughout this policy, the term *whistleblower* denotes the person raising the concern or making the complaint. It is not meant in a pejorative sense and is entirely consistent with the terminology used by Lord Nolan as recommended in the *Second Report of the Committee on Standards in Public Life: Local Spending Bodies* published in May 1996. The whistle

St Edmund's is committed to tackling fraud and other forms of malpractice and treats these issues seriously. St Edmund's recognises that some concerns may be extremely sensitive and has therefore developed a system that allows for the confidential raising of concerns within the school environment but also has recourse to an external party outside of the management structure of the school.

St Edmund's is committed to creating a climate of trust and openness so that a person who has a genuine concern or suspicion can raise the matter with full confidence that the matter will be appropriately considered and resolved.

The provisions of this policy apply to matters of suspected fraud and impropriety and not matters of more general grievance that would be dealt within the St Edmund's grievance procedures.

When might the whistleblowing policy apply?

The type of activity or behaviour which St Edmund's considers should be dealt with under this policy includes:

- Manipulation of accounting records and finances
- Inappropriate use of school assets or funds
- Decision-making for personal gain
- Any criminal activity
- Abuse of position
- Fraud and deceit
- Serious breaches of school procedures which may advantage a particular party (for example tampering with tender documentation, failure to register personal interest).

What action should the *whistleblower* take?

St Edmund's encourages the *whistleblower* to raise the matter internally in the first instance to allow those school staff and governors in positions of responsibility and authority the opportunity to right the wrong and give an explanation for the behaviour or activity.

St Edmund's has designated a number of individuals to specifically deal with such matters and the *whistleblower* is invited to decide which of those individuals would be the most appropriate person to deal with the matter. These designated individuals will have been trained in the management of whistleblowing.

Name & Position

Executive Head teacher	Amanda Ruthven 07957 394 738 Address available on request
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Chair of Governors	Magdalena Johnson 020 7987 2546 Address available on request
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The *whistleblower* may prefer to raise the matter in person, by telephone or in written form marked private and confidential and addressed to one of the above named individuals. All matters will be treated in strict confidence and anonymity will be respected wherever possible.

Timeline for Responses

Step 1: The designated individual will send confirmation of receipt of concern to the *whistleblower* within 7 school days of receiving the concern.

Step 2: The designated individual will provide the *whistleblower* with feedback on next steps, including when they will get an update, within 20 school days of receiving the concern.

Step 3: The designated individual will provide the *whistleblower* with a conclusion within, and no longer than 3 months of receiving the concern.

Prescribed Bodies

Alternatively, if the *whistleblower* considers the matter too serious or sensitive to raise within the internal environment of the school, the matter should be directed in the first instance to The London Borough of Tower Hamlets, Chief Internal Auditor.

The London Borough of Tower Hamlets has its own procedures for dealing with such matters and will ensure every effort to respect the confidentiality of the whistleblower. The LA will ensure officers of the DfE is informed as appropriate.

In addition, information and advice can be obtained from the charity Protect which aims to make whistleblowing work for individuals, organisations and society. It provides a confidential advice line on whistleblowing :

Tel: 0203 117 2520

Website Link: <https://protect-advice.org.uk/>

For a list of Prescribed Bodies you can report malpractice to click on this [LINK](#)

His Majesty's Chief Inspector of Education, Children's Services and Skills ('the Chief Inspector')

Contact them about matters relating to the welfare of children provided with accommodation by boarding schools, colleges and residential special schools.

The Chief Inspector
Ofsted
Piccadilly Gate
Store Street
Manchester
M1 2WD

Tel: 0300 123 3155

Email: whistleblowing@ofsted.gov.uk

Office of Qualifications and Examinations Regulation (Ofqual)

Contact them about matters in relation to which the Office of Qualifications and Examinations Regulation exercise functions under the Apprenticeships, Skills, Children and Learning Act 2009.

Whistleblowing and malpractice
Complaints investigation manager
Ofqual
Earlsdon Park
53-55 Butts Road
Coventry
CV1 3BH

Tel: 0300 303 3344

Email: whistleblowing@ofqual.gov.uk

Online form: complaints.ofqual.gov.uk/new-concern

Qualifications Wales

Contact them if you have concerns about the design, delivery or award of qualifications taken in Wales, or about a regulated awarding body. Qualifications Wales exercises its functions under the Qualifications Wales Act 2015.

Qualifications Wales
Q2 Building
Pencarn Lane
Imperial Park
Coedkernew
Newport
NP10 8AR

Tel: 01633 373 222

Email: report@qualificationswales.org

Website: qualificationswales.org

Secretary of State for Education

Contact them about matters relating to the following educational institutions in England:

- maintained schools
- maintained nursery schools
- independent schools (including academies and free schools)
- non-maintained special schools
- pupil referral units
- alternative provision academies
- 16 to 19 academies (and free schools)
- an institution within the further education sector
- special post-16 institutions

Ministerial and Public Communications Division
Department for Education
Piccadilly Gate
Store Street
Manchester
M1 2WD

Tel: 0370 000 2288

Website: www.gov.uk/contact-dfe