

## Whistleblowing

1. It is the policy at The Loddon School to encourage the reporting to management of all matters of serious concern involving a member of staff, and for persons to feel that they can do so freely and without fear of reprisals or intimidation. This reporting process can relate to observed activities, or issues that affect an individual employee. Matters of serious concern will include, but may not be limited to, the following:
  - 1.1. Professional malpractice.
  - 1.2. Abuse of a child.
  - 1.3. Criminal activities (theft / embezzlement / assault / drugs etc)
  - 1.4. Injury or Incidents to staff
  
2. Persons reporting such incidents can include the following:
  - 2.1. Fellow staff members (peers).
  - 2.2. Children.
  - 2.3. Family / relatives / friends of a child.
  - 2.4. Professional person acting on behalf of a child (advocate / minister of religion, etc).
  - 2.5. Independent Advocate
  - 2.6. Social Worker / Other professional
  - 2.7. The Office for Standards in Education (Ofsted)
  
3. Where there is an incident or issue of serious concern, the person making the allegation must report this directly to The Principal and / or a member of The Leadership Team. He / she will be assured that appropriate enquiries will be made to establish the nature / reality of the incident, and that such enquiries will be carried out discreetly and in confidence. Wherever possible, the identity of the person reporting the incident will be kept anonymous.
  
4. Where preliminary enquiries show that further investigations need to be made, then The Principal or a member of The Leadership Team will inform the staff member against whom the allegations have been made.
  
5. Where the alleged offence is of a serious nature, the following action may be taken:
  - 5.1. The staff member at the centre of the allegation will be suspended immediately on full pay pending the outcome of the investigation. The staff member will be informed of the necessity for this action and will be assured that, at this point, there is no inference of guilt.
  - 5.2. Report the matter to the Police and other relevant authorities to include the Ofsted and Local Authority. The area Ofsted office address is as follows:
  
  - 5.3. The Basingstoke children's services team can be contacted on the following number:  
**0300 555 1384**

- 5.4 The NSPCC National Whistleblowing line is as follows: **0808 800 5000**
- 5.5 Notices are displayed around the school providing staff with the above contact details for anyone who may have any concerns.
6. A full investigation will be undertaken, interviewing all parties concerned in the allegation. This may include other staff and a pupil's family, relatives and advocates as appropriate. If the concern is of a safeguarding or child protection nature, any investigation by The Loddon School may have to wait until the conclusion of an investigation by an outside agency.
7. Following completion of the investigation:
- 7.1. If the allegations are justified the staff member concerned may be subject to the Disciplinary Procedure through to summary dismissal, as appropriate. Criminal charges may be brought by the Police or other parties, depending upon the circumstances.
- 7.2. If the allegations are not proven, consideration will be taken as whether the staff member can return to full duty.
8. Where the allegation is not proven, but has proven to be a malicious action on the part of the accusing party, then the accuser will be subject to appropriate disciplinary action per the Disciplinary Procedure. This may involve discretionary re-deployment of the accuser's duties, or summary dismissal, as deemed appropriate.
9. This policy should be read in conjunction with the following documents:
- 9.1. Disciplinary & Grievance Procedures
- 9.2. Complaints Policy
- 9.3. Safeguarding

Date	Summary of Changes	Signature (Chairman of Committee)	Date of next review
04/06/2021			June 2022