



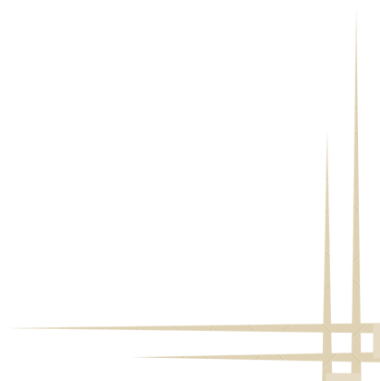
Wembley  
Multi-Academy  
Trust

ACHIEVEMENT FOR ALL

## WHISTLEBLOWING POLICY

Date reviewed: September 2024

Date of next review: September 2025



## SCOPE OF THE POLICY

This policy applies to all schools in WMAT.

### 1. Introduction

The WMAT is committed to conducting our business with honesty and integrity, and we expect all staff to maintain high standards in accordance with our Code of Conduct.

However, all organisations face the risk of things going wrong from time to time, or of unknowingly harbouring illegal or unethical conduct. A culture of openness and accountability is essential in order to prevent such situations occurring or to address them when they do occur.

The aims of this policy are:

- To encourage staff to report suspected wrongdoing as soon as possible, in the knowledge that their concerns will be taken seriously and investigated as appropriate, and that their confidentiality will be respected;
- To provide staff with guidance as to how to raise those concerns;
- To reassure staff that they should be able to raise genuine concerns in good faith.

### What is whistleblowing?

Whistleblowing is the disclosure of information which relates to suspected wrongdoing or dangers at work.

This may include:

- criminal activity;
- danger to health and safety;
- financial fraud or mismanagement;
- negligence;
- failure to comply with any legal or professional obligation or regulatory requirement;
- miscarriages of justice;
- damage to the environment;
- breach of our internal policies and procedures including Code of Conduct, child protection and /or safeguarding;
- conduct likely to damage the reputation of the school;
- unauthorised disclosure of confidential information; or
- the deliberate concealment of any of the above matters.

A whistleblower is a person who raises a genuine concern in good faith relating to any of the above. If you have any genuine concerns related to suspected wrongdoing or danger affecting any of the school's activities you should report it.

This policy should not be used for complaints relating to staff's own personal circumstances, such as the way you have been treated at work. In those cases, you should use the Grievance Procedure.

If staff are uncertain whether something is within the scope of this policy, you should seek advice from your Senior Line Manager in the first instance.

### 2. Raising a whistleblowing concern

WMAT hopes that in many cases staff will be able to raise any concerns with their Line Manager or Head of Department, speaking to them in person. They may be able to agree a way of resolving your concern quickly and effectively. However, where the matter is more serious, or you feel that the person has not addressed your concern, or you prefer not to raise it with them for any reason, you should contact a Senior Leadership Line Manager, or Headteacher, or CEO. You may choose to contact HR Department (Ms D. Guron) or a Trustee (Mr G. Whiley) by emailing [chair@wmat.co.uk](mailto:chair@wmat.co.uk).

WMAT will arrange a meeting with you as soon as possible to discuss your concern.

WMAT will take down a written summary of the concern raised and provide the member of staff with a copy as soon as practicable after the meeting. WMAT will also aim to give you an indication of how we propose to deal with the matter.

### **3. Confidentiality**

WMAT does not encourage staff to make disclosures anonymously. Proper investigation may be more difficult or impossible if WMAT cannot obtain further information. It is also more difficult to establish whether any allegations are credible and have been made in good faith.

### **4. Investigation and outcome**

Once a member of staff has raised a concern, WMAT will carry out an initial assessment to determine the scope of any investigation. WMAT will inform you of the outcome of its assessment. The member of staff raising the concern may be required to attend additional meetings in order to provide further information. In some cases, WMAT may appoint an investigator.

WMAT will aim to keep the member of staff informed of the progress of the investigation and its likely timescale. However, sometimes the need for confidentiality may prevent WMAT from giving specific details of the investigation or any disciplinary action taken as a result. The member of staff is required to treat any information about the investigation as strictly confidential.

If WMAT concludes that a whistleblower has made false allegations maliciously, in bad faith or with a view to personal gain, the whistleblower will be subject to disciplinary action under WMAT's Disciplinary Procedure.

Whistleblowing employment rights are outlined in legislation and are there to protect wrongdoing disclosed in the public interest.

### **Monitoring and review of the policy**

This policy is reviewed each academic year by the Trustees of WMAT.