

The Curiosity Club

alternative education

WHISTLEBLOWING POLICY

the
curiosity
club



DISCOVER, CREATE, THRIVE

Policy written by: Senior Management

Last Review Date: 02/01/2024

Reviewed By: Fay Watts

Next Review Date: 02/01/2025

1. Purpose

The purpose of this Whistleblowing Policy is to provide a mechanism for employees and stakeholders to raise concerns about potential wrongdoing, malpractice, or unethical behavior within Curiosity Club Alternative Provision, without fear of reprisal or victimisation.

2. Scope

This policy applies to all employees, volunteers, contractors, suppliers, and stakeholders of Curiosity Club Alternative Provision.

3. Reporting Procedure

a. Internal Reporting

- Concerns should be reported internally to the designated Whistleblowing Officer or another senior member of staff.
- Reports can be made verbally or in writing and should include as much detail as possible about the nature of the concern and any supporting evidence.

b. Confidentiality

- All reports of concerns will be treated with the utmost confidentiality, and the identity of the whistleblower will be protected to the fullest extent possible.
- Information relating to whistleblowing reports will only be disclosed on a need-to-know basis and in accordance with legal obligations.

c. Protection from Retaliation

- Curiosity Club Alternative Provision is committed to protecting whistleblowers from any form of retaliation or victimization as a result of making a report in good faith.
- Any employee found to have engaged in retaliatory behavior against a whistleblower will be subject to disciplinary action, up to and including dismissal.

4. Investigation

- Reports of concerns will be thoroughly investigated by the Whistleblowing Officer or another designated investigator.
- Investigations will be conducted impartially and confidentially, with due regard for the rights and interests of all parties involved.
- Whistleblowers will be kept informed of the progress and outcome of the investigation to the extent possible without compromising confidentiality or confidentiality.

5. Escalation

If the whistleblower is dissatisfied with the outcome of the internal investigation, they may escalate their concerns to an external authority or regulatory body, such as a relevant government agency or professional association.

6. Review and Evaluation

- This Whistleblowing Policy will be reviewed periodically to ensure its effectiveness and compliance with relevant legislation and best practices.
- Feedback from whistleblowers and stakeholders will be sought to identify areas for improvement and ensure that the whistleblowing process remains accessible and responsive.

7. Implementation

All staff members are responsible for familiarising themselves with and adhering to this Whistleblowing Policy. The Whistleblowing Officer is responsible for overseeing the implementation of the policy and ensuring that reports of concerns are handled in accordance with established guidelines.

8. External support

- The NHS and Social Care Whistleblowing Helpline on 08000 724725 or email to enquiries@wbhelpline.org.uk
- Protect (formerly Public Concern at Work) 020 3117 2520 (*option 1) whistle@protect-advice.org.uk
- The NSPCC Whistleblowing Advice Line on 0800 028 0285 help@nspcc.org.uk