



St George's College

Founded 1898

WHISTLEBLOWER POLICY & PROCEDURES

Reviewed and approved 7th July 2022

Next review Jan 2024

ST GEORGE'S VISION MISSION AND VALUES

VISION STATEMENT

St George's College is a private, non-profit, bilingual, co-educational, learning institution with a long tradition in providing a well-rounded and demanding education. It delivers an international curriculum of high standards, which seeks to develop strong ethical values and character integrity, in order to allow its students to become useful and successful citizens.

MISSION STATEMENT

Our mission is to provide students, between the ages of 3 and 18, with a bilingual education that integrates the Argentine and international curricula. We strive for the continual improvement in the quality of the teaching and learning, management and school resources in order that the students may develop their potential to the full. Our environment nurtures individual development, independent thinking, sportsmanship and an extensive and close interaction with the community.

STATEMENT OF VALUES

Since its foundation in 1898, St George's College has been based on values adopted by its Christian founders, drawn from the best ones stemming from British tradition. These values are centred upon the following:

- Uphold honesty, integrity and truth.
- Demonstrate fortitude in terms of energy, initiative, courage and responsibility.
- Exercise good manners and respect towards people, rules, institutions, and the environment.
- Commitment and loyalty to the College, its people and society at large.
- Actively develop the concept of duty, caring and leadership through example.
- Apply perseverance and fair play in behaviour, work and play.

The College strives to uphold these values through its Governors, Staff, Parents and Students, adding to the best traditions established by its Founders.

1. COMMITMENT TO WHISTLEBLOWING

St George's College aims to maintain the highest standards of pupil and staff welfare and to safeguard all children and other members of the school community. Hence, it is crucial that staff and others feel empowered to report, without fear of recriminations, any concerns that they may have.

This policy protects staff members who report colleagues who they consider to be failing to comply with their obligations, carrying out an act contrary to current regulations or committing a crime. The school whistleblowing policy plays a fundamental role in safeguarding the safety and integrity of students.

This policy and procedures document should be read in conjunction with:

- Staff code of conduct policy & procedures
- Safeguarding and safer recruitment policy & procedures

2. AIMS

COMPLIANCE

- To ensure the school is compliant with all national laws and guidelines.
- To ensure best practice from around the world.

ONE SCHOOL

- To establish principles across all sections and highlight procedural differences.
- To ensure where possible that resources, contracted services and support materials are implemented efficiently across all sections and wherever possible replicated.

FRAMEWORK

- To provide the school's leadership a framework within which to work.
- To communicate clearly with the community what our policies and procedures are.

POLICY SPECIFIC

- To ensure the school has a culture of safety for raising concerns that values staff and a reflective practice.
- To ensure the school does not tolerate malpractice.
- To ensure the school respects the confidentiality of employees raising concerns and will provide procedures to maintain confidentiality so far as is consistent with processing the issues effectively.
- To ensure the school provides the opportunity to raise concerns outside of the normal line management structure, where this is appropriate.
- To ensure the school invokes its disciplinary policy and procedures in the case of false, malicious, vexatious or frivolous allegations.
- To ensure the school provides a clear and simple procedure for raising concerns, which is accessible to all employees.

3. DEFINITION

Whistleblowing is when a worker reports suspected wrongdoing at work. Wrongdoing covered by this 'public interest disclosure' includes but is not limited to:

- Actions that negatively affect the welfare of students.
- Actions contrary to school policies.
- Acts that are in contravention of current legal or regulatory regulations.
- Illicit acts.
- Situations where someone's health and safety are in danger.

4. PROCEDURES

Contacts

- In the case of actions that negatively impact the welfare of children, the Deputy Designated Safeguarding Coordinators in each section of the school should be contacted.
- In the case of other actions from the list above, a member of the **SLT** should be contacted, who must inform the Headmaster.
- In the case of the complaint being against a member of SLT, a member of the **Board of Governors** should be contacted.

If the school does not respond appropriately or within a reasonable period of time, the staff member should notify an external body as necessary.

Processes

- An appropriate member of the Leadership Team will act on your concerns.
- Where necessary, an investigation will be initiated.
- In the case of disclosures about child protection and safeguarding, the appropriate actions will be taken as per the school safeguarding policy.
- In the case of other forms of inappropriate behaviour, that contravene the policies of the school or constitute an action contrary to current regulations, an investigation will follow according to the nature of the concern. This may result in the school's staff disciplinary procedures being enacted.
- In the event that the commission of an illegal activity is reported, the competent authority will be informed immediately.
- The staff member who made the complaint must be informed of the progress and the specific actions taken by the person in charge.

Confidentiality

Employees who wish to raise a concern under this procedure are entitled to have the matter treated confidentially and their name will not be disclosed to the alleged perpetrator of malpractice without their prior approval. It may be appropriate, in order to preserve confidentiality, that concerns are raised orally rather than in writing, although employees are encouraged to express their concerns in writing wherever possible.

Malicious accusations

False, malicious, vexatious or frivolous accusations will be treated as gross misconduct and will be dealt with under the school's disciplinary and competency procedures.

Protection from reprisal or victimisation

No employee will suffer a detriment or be disciplined for raising a genuine and legitimate concern, providing that they do so in good faith and follow the whistleblowing procedures.

POLICY REVIEW

This policy is to be reviewed by SLT and presented to the Board of Governors for final consideration and approval.

Approved by the Board of Governors, signed:

Dr Francisco Follett, Chairman

James Belmonte Diver, Headmaster

Date: