

Whistleblower Policy

This policy is intended to encourage Board members, staff (paid and volunteer) and others to report suspected or actual occurrence(s) of illegal, unethical or inappropriate events (behaviors or practices) without retribution.

1. The Whistleblower should promptly report the suspected or actual event to his/her supervisor.
2. If the Whistleblower would be uncomfortable or otherwise reluctant to report to his/her supervisor, then the Whistleblower could report the event to the next highest or another level of management, including to an appropriate Board committee or member.
3. The Whistleblower can report the event with his/her identity or anonymously.
4. The Whistleblower shall receive no retaliation or retribution for a report that was provided in good faith – that was not done primarily with malice to damage another or the organisation.
5. A Whistleblower who makes a report that is not done in good faith is subject to discipline, including termination of the Board or employee relationship, or other legal means to protect the reputation of the organisation and members of its Board and staff.
6. Anyone who retaliates against the Whistleblower (who reported an event in good faith) will be subject to discipline, including termination of Board or employee status.
7. Crimes against person or property, such as assault, rape, burglary, etc., should immediately be reported to the police.
8. Supervisors, managers and/or Board members who receive the reports must promptly act to investigate and/or resolve the issue.
9. The Whistleblower shall receive a report within five business days of the initial report, regarding the investigation, disposition or resolution of the issue.
10. If the investigation of a report, that was done in good faith and investigated by internal personnel, is not to the Whistleblower's satisfaction, then he/she has the right to report the event to the appropriate legal or investigative agency.
11. The identity of the Whistleblower, if known, shall remain confidential to those persons directly involved in applying this policy, unless the issue requires investigation by the police, in which case members of the organisation may be questioned for further evidence.

Introduction Public Interest Disclosure

Whistleblowing is the disclosure of information which, in the reasonable belief of the whistleblower, is made in the public interest. Whistleblowing disclosures tend to show that one or more of the following has occurred, is occurring or is likely to occur:

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- a criminal offence (this may include, for example, types of financial impropriety such as fraud)
- a breach of a legal obligation
- a miscarriage of justice
- danger to the health or safety of any individual
- damage to the environment
- deliberate covering up of wrongdoing in the above categories

Your employer is required to have appropriate whistleblowing procedures in place that ensure that concerns are handled properly and fairly.

Under the [Public Interest Disclosure Act \(PIDA\)](#), you may be protected if you are a [worker](#) raising a concern in the public interest that falls into one of the categories listed above.

Anyone can complain or make a disclosure to ESFA about an education provider. However, PIDA protects workers who make a disclosure to a [prescribed person or body](#) where the worker reasonably believes that:

- the disclosure falls within the remit of the prescribed person or body
- the information and any allegations are substantially true

This means in certain circumstances, specifically where the disclosure is a public interest concern (as per the definition above), the same protections may apply as they would if whistleblowing directly to their employer. This means you would be protected from [dismissal](#) or [detriment](#) (unfair action taken by your employer, including punitive action) as a result of making a disclosure.

If you are unsure whether the Public Interest Disclosure Act will protect you, you can contact [Public Concern at Work](#) (tel: 020 7404 6609).

How to make a disclosure to ESFA

To complain or make a disclosure about an academy trust or free school, please use the [contact form](#).

To complain or make a disclosure about a post-16 education or training provider, please email [ESFA's Customer Service Team](#) or send a letter to:

Customer Service Team
Education and Skills Funding Agency
Cheylesmore House
Quinton Road
Coventry CV1 2WT



Noel Dunne
Director

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