

Whistleblowing Policy (Internal)

This document outlines our organisation whistleblowing policy.

Introduction

We are committed to conducting our business with honesty and integrity and we expect all staff, including tutors, to maintain high standards. Any suspected wrongdoing should be reported as soon as possible.

The policy covers all employees, officers, consultants, contractors, volunteers, tutors, casual workers and agency workers. This policy does not form part of any employee's contract of employment, and we may amend it at any time.

What is Whistleblowing?

Whistleblowing is the reporting of suspected wrongdoing or dangers in relation to our activities. This includes bribery, facilitation of tax evasion, fraud or other criminal activity, miscarriages of justice, health and safety risks, and any breach of legal or professional obligations. It also includes safeguarding concerns.

Any concerns or allegations of abuse made against a member of staff, or a tutor should be addressed using the procedures set out under the Safeguarding Policy and Procedures.

How to raise a concern?

We hope that in many cases you will be able to raise a concern with your Lead, and all safeguarding concerns or concerns relating to allegations against members of staff should be raised in accordance with our Safeguarding Policy and Procedures and our Staff Grievances Policy. However, where for any reason you feel your concern needs to be raised under our Whistleblowing Policy, you should contact the Finance and Legal Lead via e-mail at legal@learnerscollective.com.

We will arrange a meeting with you as soon as possible to discuss your concern. You may bring a colleague or union representative to any meetings under this policy. Your companion must respect the confidentiality of your disclosure and any subsequent investigation.

Confidentiality

We hope that staff will feel able to voice whistleblowing concerns openly under this policy. Completely anonymous disclosures are difficult to investigate. If you want to raise your concerns confidentially, we will make every effort to keep your identity secret and only reveal it where necessary to those involved in investigating your concern.

External Disclosures

The aim of this policy is to provide an internal mechanism for reporting, investigating and remedying any wrongdoing in the workplace. In most cases, you should not find it necessary to alert anyone externally.

The law recognizes that in some circumstances it may be appropriate for you to report your concerns to an external body such as a regulator. We strongly encourage you to seek advice before reporting a concern to anyone external.

The NSPCC whistleblowing helpline is available for those who feel unable to raise any concerns internally about child protection failures internally. Contact details for the helplines are below.

Protection and Support for Whistleblowers

We aim to encourage openness and will support whistleblowers who raise genuine concerns under this policy, even if they turn out to be mistaken.

Whistleblowers must not suffer any detrimental treatment as a result of raising a genuine concern. If you believe that you have suffered any such treatment, you should inform the Legal and Finance Lead. If the matter is not remedied, you should raise it formally using our Staff Grievance Policy.

Contacts

Finance and Legal Lead	legal@learnerscollective.com
Safeguarding Lead	safeguarding@learnerscollective.com
NSPCC Whistleblowing Advice Line	0800 028 0285
Protect (Independent Whistleblowing Charity)	www.pcaw.co.uk whistle@pcaw.co.uk

Our Policies and Procedures are regularly reviewed. This policy was last reviewed and updated on the 21st of October 2022.