

# Whistle Blowing Policy

The Rushmere Academy



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PERSON RESPONSIBLE FOR POLICY:	MICHELLE HARVEY
APPROVED:	GABRIELLE BARTON
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TO BE REVIEWED:	SEPTEMBER 2026

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RUSHMERE IS COMMITTED TO THE HIGHEST POSSIBLE STANDARD TO OPENNESS, PROBITY AND ACCOUNTABILITY. IN LINE WITH THIS COMMITMENT WE EXPECT EMPLOYEES, AND OTHERS WE DEAL WITH, WHO HAVE SERIOUS CONCERNS ABOUT ANY ASPECT OF RUSHMERE'S WORK, TO COME FORWARD AND VOICE THOSE CONCERNS.

THIS POLICY APPLIES TO ALL EMPLOYEES, (INCLUDING THOSE DESIGNATED AS FULL TIME, PART TIME, SELF EMPLOYED, TEMPORARY, AGENCY, WORK EXPERIENCE AND VOLUNTEERS).

## THE AIMS OF THIS POLICY:

- To encourage you to feel confident in raising concerns and to question and act upon concerns about practice
- To provide avenues for you to raise concerns in confidence and receive feedback on any action taken
- To ensure that you received a response to your concerns and that you are aware of how to pursue them if you are not satisfied
- To reassure you that you will be protected from possible reprisals or victimisation if you have reasonable belief that you have made a disclosure in good faith
- Rushmere recognises the decision to report a concern can be a difficult one to make. If what you are saying is true, you should have nothing to fear because you will be doing your duty to your employer and for those whom you provide a service to
- Rushmere will not tolerate any harassment or victimisation (including informal pressure) and will take appropriate action to protect you when you raise a concern in good faith

All concerns will be treated in confidence and every effort will be made to not reveal your identity if you wish so. At the appropriate time, however, you may need to come forward as a witness.

## TYPES OF CONCERNS:

- Conduct which is an offence or a breach of law
- Failure to comply with legislation
- Disclosures regarding miscarriages of justice
- Health and Safety risks, including risks to the public and employees
- Damage to the environment
- Unauthorised use of funds
- Possible fraud and corruption
- Sexual, physical or other abuse of clients
- Unethical conduct
- Actions which are unprofessional, inappropriate or conflicting of right or wrong

# **PROCEDURE**

- Inform a Director
- If they cannot approach a Director they can contact a 'prescribed person or body'
- You may only tell the prescribed person if they think the Director will cover it up, treat them unfairly if they complained, hasn't sorted it out or they have already been told

## **Please note:**

- Staff must disclose the information in good faith
- Staff must believe it to be true
- Staff must not act maliciously or make false allegations
- Staff must not seek any personal gain