



WHISTLEBLOWING POLICY

Purpose of policy

The purpose of this policy is to ensure that: (a) all members of the Dulwich College community (pupils and staff) are treated with dignity and respect, free from harassment, bullying or other mistreatment; and (b) high standards of conduct are maintained by staff.

Disclosure Procedure

If you suspect or become aware that:

- (1) a pupil or colleague is being harassed, bullied or otherwise mistreated by a member of staff;
- (2) a member of staff has committed an act of Reportable Misconduct (defined below)

you should promptly raise the matter with one of the following: your Head of Department, a Deputy Master, the Chief Operating Officer or the Master. The College will investigate the matter fully and fairly.

If a staff member feels unable to raise an issue internally or feels that their genuine concerns are not being addressed, other whistleblowing channels may be open to them. General guidance can be found at <https://www.gov.uk/whistleblowing/what-is-a-whistleblower>. The NSPCC whistleblowing helpline (0800 028 0285) is available from 8 am to 8 pm, Monday to Friday or they can be emailed at help@nspcc.org.uk.

Confidentiality

Every effort will be made to keep the identity of an individual who makes a disclosure under this policy confidential, at least until any formal investigation is under way. There may be circumstances in which, because of the nature of the investigation or disclosure, it will be necessary to disclose your identity. If in our view such circumstances exist, we will make efforts to inform you that your identity is likely to be disclosed.

Wherever possible, you should keep confidential the fact that you have made a disclosure under this policy, the details of the disclosure and the identity of those involved.

Protection of Whistleblowers

A member of staff who makes a disclosure in good faith pursuant to this policy will not be dismissed or subjected to any detriment as a result of such action. (Detriment includes unwarranted disciplinary action and victimisation.) If you believe that you are being subjected to a detriment as a result of making a disclosure under this policy, you should inform the Master or the Clerk to Governors immediately.

Members of staff who victimise or retaliate against those who have made a disclosure under this policy will be subject to disciplinary action.

A member of staff who feels they have been or are being unfairly treated by the College as a result of having made a disclosure in accordance with this policy may bring a grievance under the College's grievance procedure.

Guidance on terminology used in this policy

Harassment

A person is harassed when they are subjected to unwanted physical or verbal conduct which has the purpose or effect of violating their dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for them.

Bullying

A person is bullied when they are subjected to offensive, intimidating, malicious or insulting behaviour which through the abuse or misuse of power makes them feel vulnerable, upset, humiliated or threatened. Such behaviour may include:

- (a) a staff member shouting at, being sarcastic towards, ridiculing or demeaning a pupil or colleague;
- (b) making physical or psychological threats;
- (c) overbearing supervision;
- (d) making inappropriately derogatory remarks about a pupil or colleague;
- (e) persistent unfair assessment of a pupil or colleague's work;
- (f) unfairly excluding pupils from classes, projects or events.

Bullying does not include reasonable and constructive criticism of a pupil or colleague's work or behaviour.

Reportable Misconduct

means:

- (a) any behaviour of a sexual nature towards a pupil (whether physical or verbal);

- (b) indecent or violent behaviour towards any person;
 - (c) harassment or bullying of a pupil or member of staff;
 - (d) serious neglect of duties (including unauthorised absence from work);
 - (e) serious breach of the College's policies and procedures;
 - (f) theft, fraud or dishonesty;
 - (g) bribery or any other corrupt behaviour; and
 - (h) any act which might give rise to a serious complaint against the College by any pupil, parent, employee, supplier, contractor or visitor.
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