



# Whistleblowing Policy

<b>Document title:</b>	<b>Whistleblowing Policy</b>
<b>Audience:</b>	<b>All college staff*</b>
<b>Version:</b>	<b>To be completed</b>
<b>Approved by:</b>	<b>Corporation</b>
<b>Date approved:</b>	<b>December 2021</b>
<b>Date of next review:</b>	<b>January 2025</b>
<b>Document Owner</b>	<b>Director of People Services</b>
<b>Equality Impact Assessment</b>	
<b>Student Friendly Version</b>	

## Revision history

<b>Version</b>	<b>Type (eg replacement, revision etc)</b>	<b>Date</b>	<b>History (reason for changes)</b>
1.2	Revision	1 December 2021	Review and put in new policy template

## Monitoring and review

This policy will be reviewed by the Corporation every 3 years.

\*All College 'staff' within the meaning of the Public Interest Disclosure Act 1998 Act, including current and former employees, trainees, consultants, contractors, volunteers, interns, apprentices and agency staff as well as individuals undergoing training or work experience as part of a training course (other than at an educational establishment).

# Whistleblowing Policy

## Purpose of the Policy

The College is committed to operating in an ethical and principled way. The aim of this policy and associated procedure is to provide staff with a means for raising genuine concerns of suspected bribery, breaches of the law and other serious wrongdoings.

All colleges face the risk of things going wrong or of unknowingly harbouring malpractice. Bradford College takes malpractice very seriously and is committed to conducting the institution with honesty and integrity and we expect all staff to maintain high standards too. We encourage open communication from all those who work for us and we want everyone to feel secure about raising concerns.

All staff have protection under whistleblowing laws if they raise concerns in the correct way. This policy is designed to give staff that opportunity and protection. It does not matter if an individual who raises a concern is mistaken about it — staff do not have to prove anything about the allegation they are making but they must reasonably believe that the disclosure is made in the public interest and that the information they have tends to show some malpractice.

The College will:

- Encourage staff to raise genuine concerns about suspected wrongdoing at the earliest practicable stage and make it as accessible as possible to raise these concerns.
- Ensure that this policy and associated procedure provides safeguards to enable members of staff to raise concerns about malpractice in connection with the College.
- Ensure that this policy and associated procedure encourages staff to raise genuine concerns through internal College procedures without fear of adverse repercussions being taken against them. The law allows staff to raise such concerns externally to relevant bodies.
- Ensure that this policy and associated procedure also seeks to balance the need to allow a culture of openness against the need to protect other staff against vexatious allegations or allegations which are not well-founded.
- Ensure that the principles of openness and accountability which underpin legislation protecting whistleblowers are reflected in the associated procedure.
- Ensure that it is committed to ensuring compliance with the Bribery Act 2010.
- Ensure that learners at the College are also encouraged to raise genuine concerns about suspected wrongdoing by using the relevant complaints procedure.

## Malpractice Covered by this Policy

Whistleblowing is the reporting of suspected malpractice, wrongdoing or dangers in relation to the activities the college undertakes. The kinds of malpractice covered by this policy include:

- criminal offences, including those in relation to bribery and corruption and tax evasion facilitation;
- miscarriages of justice;
- danger to the health and safety of any individual;
- damage to the environment;

- breach of any legal or professional obligation, including those in relation to bribery and corruption and tax evasion facilitation; and
- deliberately concealing any of the above.

This policy does not form part of any contract of employment and may be amended at any time.

## **Linked Policies**

Anti-Bribery Policy

Anti-Fraud Policy

Business Expenses – Travel and Subsistence Policy

Financial Regulations

Gifts and Hospitality Policy

Health and Safety Policy

Procurement Policy

Public Duties Policy

## **Linked Procedures**

Whistleblowing Procedure