



Whistleblowing Policy for Think FAST Academy
Written by Gemma Murray June 2025
Reviewed June 2026

"Whistleblowing involves reporting concerns that are in the public interest, such as wrongdoing that affects others (e.g., students, staff, the public). It is different from raising personal employment grievances."

1. Introduction

Think FAST is committed to maintaining the highest standards of integrity, transparency, and accountability. This Whistleblowing Policy provides a clear framework for staff, volunteers, students, parents to raise concerns about misconduct, malpractice, or unethical behaviour within the organization without fear of reprisal. This policy is designed to comply with the Public Interest Disclosure Act 1998, which offers protection to whistleblowers.

2. Purpose

The purpose of this policy is to:

Encourage individuals to report concerns about illegal, unethical, or improper conduct.

Provide a safe, confidential, and accessible process for raising concerns.

Protect whistleblowers from retaliation or discrimination.

Ensure appropriate action is taken in response to concerns raised.

3. Scope

This policy applies to all employees, volunteers, trustees, students, parents, and contractors associated with Think FAST Academy.

4. Principles

Confidentiality All concerns will be handled with strict confidentiality to protect the whistleblower's identity.

Protection: Whistleblowers will be protected from retaliation, victimization, or discrimination.

Impartiality: All concerns will be investigated fairly and impartially.

Timeliness: Concerns will be addressed promptly.

5. Types of Concerns Covered

This policy covers concerns related to, but not limited to:

Fraud, theft, or financial misconduct

Abuse or neglect of students or staff

Breach of safeguarding policies

Discrimination, harassment, or bullying

Violations of legal or regulatory obligations

Misuse of resources

Any unethical or dishonest behaviour

6. Reporting Procedures

Step 1: Raising a Concern

Concerns should be reported as soon as possible, preferably in writing, to a designated person such as the [Designated Safeguarding Lead, Headteacher, or designated Whistleblowing Officer].

If the concern involves the designated person, it should be reported to another senior manager or directly to the Chair of Trustees.

Step 2: Confidentiality and Support

The organization will do its best to keep the whistleblower's identity confidential, but this cannot be guaranteed if required for an investigation.

Support will be provided throughout the process.

Step 3: Investigation

The organization will investigate all concerns thoroughly, promptly, and objectively.

The investigation process may involve interviews, evidence collection, and consultations with relevant authorities.

Step 4: Outcomes

The organization will communicate the outcome of the investigation where appropriate.

Corrective action will be taken if allegations are substantiated.

If you are not satisfied with the outcome or feel unable to raise concerns internally, you may contact external authorities such as Ofsted (0300 123 1231) or the Local Authority Designated Officer (LADO).

7. Protection and Support for Whistleblowers

No retaliation, victimization, or discrimination will be tolerated against anyone raising a concern.

Whistleblowers are encouraged to come forward and will be supported throughout the process.

Any such retaliation should be reported immediately and will be addressed as a serious misconduct.

8. Anonymous Reporting

While anonymous reports may be made, they can sometimes hinder the investigation process. The organization encourages genuine concerns to be reported with contact details for follow-up.

9. Monitoring and Review

This policy will be reviewed bi-annually and updated as needed. The effectiveness of the policy will be monitored through feedback and the number of concerns raised.

10. Contact Details

For raising concerns, please contact: Gemma Murray
[Designated Safeguarding Lead]
Email: gemma-lauren@live.co.uk
Phone: 07871635930
Alternatively, direct concerns to Martin Murray on 07592198756

11. Record keeping

Records of whistleblowing disclosures and investigations will be maintained securely and confidentially, in line with data protection regulations.

12. Protection from malicious allegations

Deliberate misuse of this policy, such as raising knowingly false allegations, will be regarded as serious misconduct.

13. Training and Awareness

Think FAST Academy will provide training and raise awareness among staff and volunteers about whistleblowing procedures.

Approval and Implementation

This policy was approved and implemented on 17.06.2025 and is available in accessible formats on request.