



## **Whistleblowing policy**

Madrasah Al Furqan is committed to maintaining high standards of conduct, professionalism, and ethical behaviour among its staff. This policy provides guidance on whistleblowing, procedures for managing disciplinary matters. It aims to create a transparent, fair, and supportive environment for both students and staff, ensuring that misconduct or unethical practices are identified and addressed promptly.

### **Policy aim and objectives**

The purpose of this whistleblowing, and disciplinary policy is to:

- Promote a safe environment where staff can raise concerns without fear of retaliation.
- Set clear expectations for staff behaviour and conduct.
- Ensure fair and consistent procedures for addressing staff misconduct or breaches of conduct.
- Protect the rights of all staff while maintaining the Madrasah's standards of practice.

### **Scope**

This policy applies to all staff members working at the Madrasah, including teachers, support staff, volunteers, contractors, and trustees.

### **What is whistleblowing?**

Whistleblowing is the act of reporting concerns about unethical or illegal practices, behaviours, or misconduct that may pose a risk to the Madrasah, its students, or staff. This includes, but is not limited to:

- Fraud, corruption, or financial misconduct.
- Child abuse or neglect.
- Breaches of safeguarding protocols.
- Health and safety violations.

- Bullying, discrimination, or harassment.
- Misuse of Madrassah resources.

### **Reporting concerns**

If a staff member becomes aware of any unethical behaviour or misconduct, they should report it immediately to the Headteachers, Designated Safeguarding Lead (DSL), or a senior member of staff. Concerns can also be submitted in writing via email or text message.

Staff should provide as much information as possible to ensure a thorough investigation. The concern should be reported promptly to prevent further harm or risk.

### **Protection for whistleblowers**

The Madrasah guarantees that:

- Whistleblowers will not face retaliation, victimisation, or discrimination for reporting concerns in good faith.
- Reports will be handled confidentially and only shared with those necessary for the investigation.
- Whistleblowers will be informed of the outcome of the investigation, where appropriate.
- Any staff member who feels they are being retaliated against for whistleblowing should report this to the Headteachers or Board of Trustees immediately.

### **False or malicious whistleblowing**

False or malicious whistleblowing will not be tolerated. If an individual is found to have made a false report with intent to harm or mislead, they may face disciplinary action.

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