

Our policies and procedures encourage and outline clear lines of communication through which all staff and students should feel safe to raise concerns.

There is also an onus on staff to raise any concerns they have with a member of management:

These concerns may include:

- Welfare (of students and staff) including safeguarding or bullying issues.
- Health and Safety
- Criminal offences or activities
- Covering up wrongdoing of any kind
- Data breaches

However, in the event that a member of staff feels:

- LSI would cover up the incident
- LSI would discriminate against them for reporting the incident
- They have reported the incident to LSI and the company has not acted to resolve the problem

The staff member should report the matter to a prescribed person or body. A list of the prescribed people or bodies can be found here:

<https://www.gov.uk/government/publications/blowing-the-whistle-list-of-prescribed-people-and-bodies--2>

A staff member cannot be dismissed for 'whistle-blowing', providing that the following is true:

- that someone's health and safety is in danger
- there is damage or potential damage to the environment
- a criminal offence has, is or will be committed
- that the company isn't obeying the law or complying with its statutory duty (such as not having the right insurance).
- that someone's covering up wrongdoing

LSI would encourage whistleblowing in the circumstances described above, and would not tolerate discrimination against the member of staff as a result.

Policy reviewed: Phil Scherb April 2018

Next reviewed on: April 2019