

<p>1. Introduction - Purpose and scope</p>	<p>This policy applies to the Moama Anglican Grammar in protecting eligible whistleblowers and managing qualifying disclosures made regarding misconduct in relation to the school.</p> <p>This policy will be published on the Moama Anglican Grammar website and made available to Board members and employees.</p>
<p>1.2 Related policies</p>	<p>Complaints or allegations of staff misconduct that do not meet the criteria of a whistleblowing disclosure will be addressed in accordance with the school's <u>Complaints Handling Policy and Procedures</u>.</p> <p>Disclosures about reportable conduct will be addressed in accordance with the school's <i>Child Protection Policy</i>.</p> <p>Disclosures regarding a grievance between staff members about work matters, including work relationships and decision made by other staff members</p>



3. Who can make a qualifying disclosure?

an individual who is an associate of the School (as

qualify for protection

A disclosable matter is a disclosure of information where the eligible whistleblower has reasonable grounds to suspect that the information relating to the School or a related company concerns:

- ◆ misconduct;
- ◆ an improper state of affairs or circumstances;
- ◆ illegal activity (including conduct of officers and employees) – meaning activity in breach of the Corporations Act or specified financial services legislation, or an offence against any law of the Commonwealth punishable by imprisonment of 12 months
- ◆
- ◆
- ◆
- ◆



- ◆ a decision to suspend or terminate the engagement of the discloser, or otherwise discipline the discloser.

These matters will be addressed in



6. Investigating a qualifying disclosure
- Upon receiving a disclosure, the recipient (generally the Principal, Business Manager, Board Chairperson or Integrity Line) will assess the disclosure to determine whether it qualifies for protection under the Corporations Act and is to be managed in accordance with this policy (qualifying disclosure) or the disclosure concerns matters that should be managed in accordance with related policies (see section 1.2).

How the school investigates a qualifying disclosure will depend on the nature of the disclosure.

An investigation will generally involve the making of inquiries or collection of evidence for the purpose of assessing the disclosure made by the whistleblower.

External professionals may be engaged to assist or conduct the investigation process.

In instances where the school reports the allegations within the disclosure to a third party, such as NSW Police, Australian Federal Police or 458.95 TnG ( ) 529 G ( ) 4n







	<p>damage to a person's property, reputation or business or financial position.</p> <p>Remedies for being subjected to detriment could include:</p> <ul style="list-style-type: none"><li>◆ compensation</li><li>◆ injunctions and apologies</li><li>◆ reinstatement of a person whose employment is terminated</li><li>◆ exemplary damages</li></ul> <p>Schools and individuals may face significant civil and criminal penalties for failing to comply with confidentiality and detrimental conduct provisions.</p> <p>If an eligible whistleblower believes they are being subjected to a detriment or a threat of detriment, this should immediately be reported in writing to the Principal, via email.</p> <p>If it is not appropriate for the report to be made to the Principal, the eligible whistleblower should report the matter, in writing, to the Board Chairperson, via email at <a href="mailto:boardchair@moamagrammar.nsw.edu.au">boardchair@moamagrammar.nsw.edu.au</a>.</p>
9. Additional support for eligible whistleblowers and other employees	<p>The school's employee assistance program (EAP) services will be available to all eligible whistleblowers and other employees affected by the disclosure, should they require that support.</p>
10. Contact	<p>If you have any queries about this policy, you should contact the School Business Manager <a href="mailto:businessmanager@moamagrammar.nsw.edu.au">businessmanager@moamagrammar.nsw.edu.au</a> for advice.</p>

