



# Whistleblower Policy

## Version History

Version No.	Description of Changes	Effective Date
V3.0	Updated with actions raised by Council of Governors (November 2024) pertaining to alignment with the Grievance Policy.	28/05/2025

## 1 Purpose

This policy sets out the processes by which a disclosure relating to a breach of internal rules or Disclosable Conduct can be addressed expeditiously, confidentially and with sensitivity to all concerned.

## 2 Scope

This policy applies to all:

- current and former employees
- College Council and committee members
- a person who supplies goods or services (paid or unpaid)
- an employee of a person who supplies goods or services (paid or unpaid)
- an individual who is an associate of the College (as defined in the Corporations Act); and
- a relative or dependent (or dependents of a spouse) of any individual described above.

## 3 Definitions

Whistleblower	is a person who makes a disclosure relating to a breach of internal rules or Disclosable Conduct
Disclosable Conduct	Illegal, unethical, or improper conduct generally, but not always related to activities such as fraud, corruption, safety violations, or environmental harm.



## 4 Policy Statement

Scotch College is committed to adhering to its statutory obligations, its rules and values. We are committed to providing those involved with our community a safe environment to raise breaches of internal rules or policy, or disclosable conduct relating to the College, its community, employees.

Scotch College has clear and transparent processes to ensure appropriate management of whistleblowing. This includes:

- Ensuring all stakeholders are aware of this policy and procedure to report misconduct
- Guaranteeing the confidentiality of whistleblowers to protect their identity
- Implementing secure channels for reporting to maintain confidentiality
- Providing protections against retaliation for whistleblowers
- Offering support services for whistleblowers
- Creating a safe environment where employees feel supported in reporting wrongdoing
- Promoting a culture of transparency and integrity through ongoing awareness programs.
- Providing multiple and accessible reporting channels.
- Committing to promptly investigating whistleblower reports.
- Ensuring investigations are thorough, fair, and impartial.
- Holding wrongdoers accountable based on investigation findings.
- Providing feedback to whistleblowers on the progress and outcome of their reports, where appropriate.
- Demonstrating a top-down commitment to ethical behaviour and whistleblowing.
- Ensuring senior management actively support and uphold whistleblowing mechanisms

Matters that do not meet the criteria for a whistleblowing disclosure will be managed in accordance with the Grievance Policy.