

## POLICY: PROTECTED DISCLOSURES

### Purpose

A protected disclosure, as set out in the Protected Disclosures (Protection of Whistleblowers) Act 2022, is a declaration made by an employee (staff or contractors) where he or she believes serious wrongdoing has occurred at the College.

### Policy Objective

Board members, Employees (staff or contractors) and volunteers making disclosures will be protected against retaliatory or disciplinary action and will not be liable for civil or criminal proceedings related to the disclosure.

### Guidelines

1. Procedures and processes shall be put in place to meet the requirements of the Protected Disclosures (Protection of Whistleblowers) Act 2022. Procedures shall be notified annually to the College community.
2. The Board will appoint the Principal as the primary Protected Disclosure Officer for the College.
3. Protected Disclosure Officers have delegated authority to investigate a complaint and must act in accordance with the Protected Disclosures Procedure.
4. Information which would identify the discloser is confidential to the Protected Disclosure Officer unless:
  - (a) For the effective investigation of the disclosure, or
  - (b) to prevent a serious risk to public health, public safety, the health and safety of any individual, or the environment, or
  - (c) to comply with the principles of natural justice, or
  - (d) to an investigation by a law enforcement or regulatory agency for the purposes of law enforcement.

The Act provides that disclosers must be consulted in these cases (if practical in respect of serious risk to public health, public safety, the health and safety of any individual, or the environment, or to an investigation by a law enforcement or regulatory agency for the purposes of law enforcement

Ratified by Board: Signed for Board



Date: 10 August 2022

Responsibility:

Board of Trinity Catholic College

Reviewed:	August 2022
Next review date:	August 2025
Policy:	Personnel / NAG 6 Compliance and Legislation

### Related Documentation

Protected Disclosures Procedures  
Protected Disclosures (Protection of Whistleblowers) Act 2022  
Complaints Policy