

# Whistleblowing policy

## 1. Introduction

This policy is aimed at centres and candidates who are involved in the assessment of all RSL qualifications.

The purpose of this policy is to set out the procedures that candidates and centres should follow if they wish to “blow the whistle” on any suspected malpractice or maladministration. The policy also gives details of the service provided by the awarding body.

This policy is available on our website at [www.rslawards.com](http://www.rslawards.com) or can be obtained by calling **0345 460 4747** or e-mailing [info@rslawards.com](mailto:info@rslawards.com)

This policy will be subject to review and monitoring by the awarding body and if necessary will be amended and updated following feedback from candidates and centres. All future versions to this policy will be flagged and will be posted on our website.

Please note that we treat all correspondence with individuals who make complaints or inform us of suspected malpractice in confidence and will not make details available to any other parties.

## 2. Issue and review

The date of issue of this policy is January 2016. This policy will be reviewed annually.

## 3. The Public Interest Disclosure Act (PIDA)

The Public Interest Disclosure Act (PIDA) gives legal protection to employees from being dismissed or penalised by their employers as a result of publicly disclosing (“blowing the whistle on”) certain serious concerns.

This gives anyone involved in the examinations (for example a teacher or an examiner) the opportunity to bring RSL’s attention instances of possible malpractice.

## 4. What should you do if you see malpractice taking place in examinations or assessments?

You can talk to RSL if you feel that you are unable to take your concerns to your employer.

You will still be protected by the PIDA if:

- You reasonably believe that by making the disclosure to your employer you will be victimised; **or**
- You reasonably believe that by making the disclosure to your employer there is likely to be a cover-up; **or**
- The matter has previously been raised internally or with the sector regulator.

## 5. Who do you talk to and what happens if you contact RSL?

If you have a concern about malpractice you can contact the Head of Vocational Qualifications and Quality at RSL who will:

- Respect your rights under the PIDA;
- Understand the difficult position that you are in; **and**
- Explain the importance of supporting evidence and the sort of evidence that might help in your particular case.

RSL will make every effort to protect your identity, if that is what you wish, unless legally obliged to release it. This may be in the course of a police investigation, for example. Please be aware that it will not be possible for RSL to provide you with a report on the findings or outcome of any investigation that may ensue.

You may also find the following websites useful:

Public Concern at Work:

<http://www.pcaw.org.uk/>

Ofqual:

<http://www.ofqual.gov.uk/downloads/category/142-policies?download=1363%3Aofqual-whistleblowing-policy>

SQA Accreditation:

<http://www.sqa.org.uk>