

DOMINIC COLLEGE

A Catholic School in the Salesian Tradition



WHISTLEBLOWER POLICY

Date	October 2023
Responsible Position	College Leadership Team
Approved By	College Board
Next Review Date	2026
Related Documents	Complaints Policy Complaints Procedure Corporations Act 2001 (Cth) Treasury Laws Amendment (Enhancing Whistleblower Protections) Act 2019 (Cth) (Whistleblower Law) Australian Charities and Not-for-Profits Commission (ACNC) Australian Securities and Investments Commission

Table of Contents

1. DEFINITIONS	- 3 -
WHISTLEBLOWING	- 3 -
REPORTABLE CONDUCT	- 3 -
SCOPE OF APPLICATION	- 3 -
2. PURPOSE	- 4 -
3. PROTECTIONS AND EXPECTATIONS	- 4 -

1. DEFINITIONS

WHISTLEBLOWING

Whistleblowing is the disclosure of reportable conduct designed to bring wrongdoing to light.

Reporters may be:

- Internal – employees or volunteers.
- External – clients (students and their families), suppliers, contractors, stakeholders or members of the public.

REPORTABLE CONDUCT

Reportable conduct can be actual or planned conduct that a reporter, in good faith, believes or suspects to be, but not limited to:

- Unethical
- Unsafe
- Dishonest
- Fraudulent
- Corrupt
- Illegal (including drugs, theft, violence, and criminal damage)
- In breach of Commonwealth or State legislation
- In breach of Child Protection legislation
- Serious improper conduct
- Gross mismanagement
- Serious or substantial waste
- Repeated instances of breach of administrative procedures

SCOPE OF APPLICATION

This policy applies to Dominic College, the College Board, employees, volunteers, committees, and associations operating under the auspices of Dominic College, and related entities. The Principal, and or the Board will be informed of reports, investigations and actions taken under this policy unless it involves them.

If the matter involves the Principal, the Board, or an individual Director, it will be reported to the Salesian Provincial. Where relevant ASCIC, the ACNC or any other relevant regulatory organisations will be advised.

2. PURPOSE

Dominic College is committed to fostering a culture of transparency, honesty, and ethical behaviour. All persons are encouraged and have a responsibility to report known or suspected reportable conduct. The purpose of this policy is to encourage reporting without fear of reprisal. Reportable incidents include matters that may cause harm to individuals or loss to the College.

In line with the Catholic and Salesian ethos, it is expected that the initial attempt to resolve complaints and concerns will be through internal processes where this does not breach legislated reporting requirements.

Should the reporter feel that the matter is not resolved through these processes, or fear that they may expose themselves to victimisation or retribution, they may report directly to an appointed independent external agency. Dominic College and the reporter will work with the external agency in good faith to resolve the issue.

3. PROTECTIONS AND EXPECTATIONS

Protection will be provided to whistleblowers who report conduct that is:

- Serious in nature
- Made in good faith
- With reasonable grounds to believe the information is true

Protection is not available for the reporting of incidents that are:

- Vexatious
- Maliciously instigated with unsubstantiated or false allegations and may result in disciplinary action

All parties aware of allegations and investigations should maintain the confidentiality of

- the parties involved
- the allegations made
- the results of investigations

Whistleblowers are expected to provide information to assist any inquiry or investigation into reportable conduct. The results of investigations and actions taken will be reported to the person making the allegation or disclosure. Disclosure of a breach does not protect the Whistleblower from consequences of their own actions under this policy. Active cooperation, admission of fault and remorse may be considered when deciding actions to be taken.

Whistleblowers will not be subjected to any actual or threatened retaliatory action or

victimisation in reprisal for making a report under this policy, even when they may be implicated in the reportable conduct.

Nothing in this policy prevents anyone from reporting to a regulator under an applicable law or standard.