

# INFORMATION SHEET FOR WHISTLEBLOWER



As a whistleblower, under KU's *Whistleblower Policy and Procedures*, this document provides further information about the related policy and procedures.

## PROCESS INFORMATION

As a whistleblower you will be:

- ☐ Assigned a contact person to receive regular updates on the process or report any concerns.
- ☐ Provided access to confidential professional counselling support.
- ☐ Encouraged to obtain independent legal advice if needed.
- ☐ Informed of the finding/s (a copy of the investigation report is not released as part of the process).
- ☐ Informed of any outcome, based upon the finding/s, that are directly relevant to you. Usual practice is that the outcomes for the person subject of the complaint are not disclosed to you.

## EXPECTATIONS

It is expected that you will have:

- ☐ Made a disclosure if you have reasonable suspicion of a serious wrongdoing;
- ☐ Made a disclosure in good faith and cooperate with any investigation process;
- ☐ Maintain confidentiality about the complaint and related process. Confidentiality does not prevent you from obtaining appropriate professional advice or support.

Note: If you do not engage in the investigation process, this will not preclude further action on the part of KU to complete an investigation in response to the complaint.

## ANONYMITY AND CONFIDENTIALITY

KU will take all reasonable steps to protect your confidentiality as a whistleblower, except where:

- ▶ You consent to your identity being disclosed;
- ▶ It is required by law;
- ▶ It is necessary to prevent or lessen a serious threat to a person's health or safety;
- ▶ It is necessary to protect or enforce KU's legal rights or interests; and
- ▶ It is necessary to defend any claims

Practices used by KU to offer protection to your identity, and confidentiality, as a whistleblower may include:

- ▶ Redacting all personal information or reference to you witnessing an event;
- ▶ Referring to you in a gender-neutral context;
- ▶ Contacting you to help identify certain aspects of your disclosure that could inadvertently identify you; and
- ▶ Ensuring the matter is handled and investigated by qualified staff

# INFORMATION SHEET FOR WHISTLEBLOWER

*Continued...*

## **DETRIMENT**

KU Children's Service considers any reprisals against a whistleblower to be a serious breach of the *Whistleblower Policy and Procedures*.

If you believe that you, or your family, has/have been the victim of detrimental conduct because of your status as a whistleblower, you should immediately report the matter to the CEO, WPO or WBS as eligible recipients. Detrimental conduct includes, but is not limited to dismissal, injury harassment, threat or intimidation.

## **SUPPORT**

- ▶ You are encouraged to obtain independent legal advice and professional counselling during this time, if required
- ▶ Confidential professional counselling support is available to you through your contact person