

Whistle-blower Protection Policy – Exams and Behaviour

Embassy International School places high value on academic integrity, on positive behaviour patterns, and on the importance of cultivating and maintaining an environment that supports and leads to ever greater academic integrity and ever more positive and supportive behaviour. Embassy International School is dedicated to fighting de-moralisation and all forms of descent towards depravity in young people and adults.

Purpose: The purpose of this policy is to encourage and protect whistle-blowers who report suspected cheating, fraud, delinquency or other violations of academic and behaviour policies in our school. This policy will promote a culture of honesty, integrity, and accountability in our school and ensure that not only is our environment highly positive and supportive, but also that our exams are administered fairly and in accordance with established policies and procedures.

Definitions: A whistle-blower is any pupil or staff member who reports, in good faith, suspected cheating, fraud, or other violations of testing policies during exam administration in our school, or a member of our community who reports behaviour policy violations.

Policy:

1. Whistle-blowers are protected from retaliation for reporting suspected cheating, fraud, or other violations of academic honesty and related policies during exam administration in our school. Retaliation against a whistle-blower is strictly prohibited and will result in disciplinary action.
2. Whistle-blowers may report suspected cheating, fraud, or other violations of testing and behaviour policies to any school official, including but not limited to the Heads of School or Section Coordinators.
3. Reports of suspected cheating, fraud, delinquency or other violations of testing and behaviour policies will be promptly investigated. The identity of the whistle-blower will be kept confidential to the maximum extent possible, consistent with the need to conduct a thorough investigation.
4. School officials who receive a report of suspected cheating, fraud, delinquency or other violations of testing and behaviour policies must take appropriate action to investigate the report and take corrective action as necessary. This may include disqualifying exam scores, administering a new exam, calling for a safeguarding committee meeting in accordance with safeguarding practice in school or initiating disciplinary action against the responsible parties.
5. The school will provide training and education to staff and pupils regarding the importance of honesty, integrity, and ethical behaviour throughout the course of the year and again in preparation for the external exam sessions. The school regularly randomly samples pupil work and checks for plagiarism and other violations of the academic honesty policy as well as regularly discussing observations surrounding behaviour for any sign of moral degradation.
6. The school will publish this policy in accordance with its standard policy publication practice.

Enforcement: Any staff member who violates this policy will be subject to disciplinary action, up to and including termination of employment. Any pupil who violates this policy will be subject to disciplinary action, up to and including suspension or expulsion.

Lindsay Davidson
Head of School
Date of next review July 2024