



3.7.147 Whistle Blowing

Adopted by	School Council	27 February 2025
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Audience	Public	

Aiglon College requires its employees, leadership team, members of the Board of Directors as well as contractors and volunteers to observe high standards of business, professional and personal ethics in the conduct of their activities, duties and responsibilities. They must at all times practice honesty and integrity and comply with applicable laws and regulations.

The whistleblowing policy is intended to empower and encourage members of the Aiglon Community to raise concerns about unethical, illegal, or dangerous activities occurring within the organisation. This procedure is separate from:

- the Grievance policy (for staff only, see the School's [policy manual](#)), which specifically covers actions from the school which impact staff members (e.g. conditions of employment, working practices or work environment); and
- the Complaints policy (for students and parents, available publicly [here](#)), which details the process for members of the community to express any matter of dissatisfaction.

Where there is immediate danger, members of the community are expected to refer to the [School's emergency procedures](#) or to contact the official emergency numbers in Switzerland where relevant (Police 117, Fire 118, Ambulance 144). Safeguarding concerns are to be referred primarily to the Designated Safeguarding Lead (DSL).

Responsibility to raise concerns (Whistleblowing)

Aiglon expects members of the community to raise concerns about unacceptable practice or behaviour in order to prevent the problem worsening or widening and to protect or reduce risks to others.

Whistleblowing refers to reporting suspected wrongdoing which is, has been or is likely to be an offence or breach of law, including but not limited to:

- Fraud, corruption, or financial mismanagement
- Harassment, discrimination, or abuse
- Child protection violations
- Breaches of health and safety regulations



- Academic misconduct (e.g., grade manipulation, cheating)
- Violation of school policies or ethical standards

The type of behaviour which should cause concern includes:

- conduct that has occurred, is occurring or is likely to occur the result of which the School fails to comply with a legal obligation. For example, unauthorised use of funds, possible fraud and corruption, verbal, sexual or physical abuse, or other unethical conduct;
- discrimination of any kind;
- waste of the School's resources or frivolous expenditure;
- disclosures related to past, current or likely miscarriages of justice;
- past, current or likely health and safety risks, including risks to the public as well as other employees or students;
- concerns about the treatment of students or other individuals within the community;
- past, current or likely damage to the environment.

Reporting Channels

Concerns should normally be in writing, outlining the background and history, giving names, dates and places. An individual raising concerns is not expected to prove the truth of an allegation but will need to demonstrate sufficient grounds for the concern.

Whistleblowers may report concerns directly to the School Director (schooldirector@aiglon.ch). Should it be necessary to inform the higher authority, whistleblowers may contact the Board of ACSSA, using the contact address chairperson@aiglon.ch.

All concerns raised will be treated in confidence and in respect with the applicable data protection regulations. Every effort will be made not to reveal the whistle blower's identity if this is their wish. However, in certain cases, it may not be possible to maintain confidentiality (examples include: where disclosure is required by law or court order, where the allegations results in disciplinary action against an individual and the latter may be entitled to know the source of the complaint for a fair defense, where the whistleblower is found to have made malicious or knowingly false allegations, etc.).

Investigation Procedure

Allegations against staff will be investigated as detailed in the related School Policy (3.7.120 Allegations against staff). If warranted, an internal or external investigator will conduct an inquiry. If misconduct is found, appropriate measures will be taken, including disciplinary action or systemic changes.



Protection Against Retaliation

Aiglon commits for whistleblowers not to suffer any form of retaliation for reporting in good faith. It is the responsibility of the School Director, or to the Chair where the whistleblower has contacted the ACSSA Board:

- to make every reasonable effort to protect the whistleblower's identity;
- to keep the whistleblower informed of the investigation's progress (as much as possible without compromising the investigation);
- to take anti-retaliation measures and prevent job termination, demotion, harassment or any adverse actions; and
- to provide legal and psychological support to the whistleblower where applicable.

In opposite, the following will result in disciplinary action:

- any act of retaliation;
- reports made in bad faith, with malicious intent, or containing knowingly false information.

Training & Awareness

All staff and students will receive training on their rights and responsibilities regarding whistleblowing. Awareness campaigns will be conducted regularly.