



Conflict of Interest Policy

The aim of Splash Academy is to ensure that learners are accurately and securely certificated. Splash Academy is committed to ensuring those individuals engaged with the centre do so confidentially, honestly, fairly and with integrity, objectivity, due skill, care and diligence.

Policy aim and purpose

This policy has been established to safeguard the integrity and credibility of Splash Academy and functions. In addition, it aims to promote public confidence in the objectivity and impartiality of activities. This policy will:

- Draw attention to potential conflict of interest (COI) situations
- Establish clear standards for dealing with COI
- Reduce the possibility of COI in relation to Splash Academy
- Provide the means to identify and resolve COI.

This policy has been designed as a general policy and reference point.

This policy applies to all relevant Splash Academy staff and other individuals that interact or potentially interact with the awarding organisation.

Definition of conflict of interest

A COI is a situation in which an individual, in a position of trust, has direct or indirect, professional or personal interests or loyalties. This includes financial interest; however those interests that are not financial are just as important. Friendship, membership of an association, society, trusteeship and many other kinds of relationships can sometimes influence judgments and give an impression that personal motives are involved. Therefore such competing interests could make it difficult for individuals to fulfil their duties as it may:

- Impair objectivity, or
- Create an unfair advantage for any person or organisation, or
- Place the organisation credibility at risk.

Identification and management of conflicts of interest

All individuals are entitled to manage their own affairs in privacy; however when those affairs give rise to actual or potential detriment to Splash Academy and its function, attention should be drawn to it.

Any individual who considers there may be an actual, potential or perceived COI must declare any interest, whether direct or indirect, which may have or is expected to have an impact upon activities. Examples include. Where someone:

- Is likely to make a financial gain or avoid a financial loss
- Has an interest in the outcome of a service provided
- Is employed by the same business as a customer

The COI must be declared, where possible, prior to engaging with any Splash Academy activity. If a COI is not known prior to engaging with any Splash Academy activity then the person who may have the COI must withdraw for the activity and seek clarification.

Confidentiality

Confidentiality must be assured at all times. Therefore those involved must not

- Divulge any confidential information acquired to any person not authorised by Splash Academy
- Use any confidential information in any personal undertaking.

Monitoring and review

This policy and its procedures will be reviewed annually, to ensure that it remains fit for purpose and reflects the types of conflicts and interests that may arise, and how those conflicts and interests are managed.

The next policy review will take place in September 2019.