

# SPEAK UP!

If you have any ethical concerns in the workplace, you may report this anonymously via our 3rd party hotline.



The hotline is a secure, confidential way of raising any concern and all reports are thoroughly investigated by the business.

If you see, suspect or have any concerns about the below please Speak Up!

- Bribery, fraud, accounting or tax manipulation / evasion
- Child Safety and Welfare concerns
- Health & Safety violations
- Breaches of our policies or local laws
- Theft of goods, stock, computer equipment, cash, abuse or inflation of expenses
- Conflict of Interests
- Data Privacy breaches or concerns

## YOU CAN REPORT USING TWO DIFFERENT METHODS!

- EMAIL THE HOTLINE  
You must include the schools or business name in the report! [reports@lighthouse-services.com](mailto:reports@lighthouse-services.com)
- ONLINE PORTAL  
<https://www.lighthouse-services.com/NordAnglia>