

WHERE CAN YOU REPORT?

SPEAK OUT! is BAS 'deviation report online. Follow the [link](#) to speak out.

In addition to the digital deviation detector, you can always contact one of the school's employees or write an e-mail to either the administration (adm@bas.org) or to the school's learning environment committee, LMU (lmu@bas.org). All employees and representatives in the school's committees have a duty of confidentiality!

WHAT CAN YOU REPORT?

You can report everything that affects your learning environment. You can report concerns about other and harmful medical or criminal incidents. You can also send suggestions for measures.

Themes can be:

- Physical deviations: deviations on buildings / materials, burglary, pollution
- personal injury
- discrimination
- bullying / harassment
- threats / power
- concerns

WHAT HAPPENS WHEN YOU REPORT?

BAS follows a fixed procedure for receiving deviations. All cases reported will be taken seriously and investigated as far as possible. Note that there are different procedures / caseworkers in different cases.

All sensitive matters are treated confidentially. If proven objectionable conditions have been identified, measures will be initiated to expose the situation. Please note that if there is no evidence that anything reprehensible has happened, the possibilities for sanctions are limited. Your message can still be important so that the same thing does not happen again.

ANONYMITY AND PRIVACY

You can choose to report a case anonymously. You must then be aware that it can then be challenging to proceed with the case and will rarely be able to lead to sanctions. All sensitive documents in the case are exempt from public access and treated confidentially. This means that your name will not be known to more than what is necessary for further processing in the case. All employees and representatives in the school's committees have a duty of confidentiality.

WHAT RIGHTS DO YOU HAVE WHEN REPORTING?

If you are not a party to the case yourself, but report on matters you have become aware of, you will not be part of further proceedings. You will receive confirmation that the case has been received, and the case officer will possibly contact you if further information is needed to shed light on the case. If you report on something serious you yourself have been exposed to, you will become a party to the case. As part of a case, you have the right to be heard and will always be invited for a conversation to be able to present your version of the case. You are welcome to bring a person with you to the conversation. It can be a friend, a family member, student counselor or lawyer. Minutes will be written from the meeting to which you can give input. As part of this, you will be kept informed of the processing and outcome of the case as far as possible due to the duty of confidentiality towards third parties. All cases will be treated confidentially. You should not experience negative consequences because you reported a case. Should this nevertheless happen, we ask you to contact the administration directly as soon as possible.

WHAT RIGHTS DOES THE ONE WHO IS ACCUSED OF CRITICAL ACTS HAVE?

Individuals who are accused of reprehensible acts have the right to know about the accusation, gain insight into the case and have a say. The person or persons who are accused will be summoned to their own meetings to have the case clarified from several sides. If worthy of criticism is revealed, measures will be initiated. If an employee turns out to be responsible for serious acts worthy of criticism, a personnel case may be filed. If a student has behaved in a serious manner, a case may be submitted to the Board. Rules for how such a case is to be handled can be found in the Universities and University Colleges Act § 4.8 (lovdata.no). The parties to the case will be notified when the case is closed.

FALSE ACCUSATION

Be aware that it is a criminal offense to accuse someone on a false basis.