



Whistleblowing Policy (Public Interest Disclosure)

Whistleblowing is when an employee chooses to raise concerns about misconduct within an organisation or give information about dangerous, illegal or underhand practices, either to their employer or to an outside agency. It can involve sharing potentially vital information about Health & Safety risks, environmental factors, possible fraud, harm of children & vulnerable adults and covering up for someone.

It is particularly important at Tarner Community Project because it is vital that staff can feel confident to raise concerns about child protection issues without fear of it damaging their position within the organisation.

Our whistleblowing policy makes it clear that reports of danger or illegal activity are taken very seriously at Tarner Community Project.

Whistleblowing Procedure

Every situation is different so it is advisable to seek confidential advice before blowing the whistle. Contacting someone independent to your allegation is best practice. You can raise your concern with the Manager (Natalie Hannon) 07542 630 820 or to the board of trustees, Chair (Richard) or the CEO (Emma Jacquest) 07853 338856.

The Committee of Standards in Public Life explains: *"the essence of a whistleblowing system is that staff should be able to by - pass the direct management line, because that may well be the area about which their concerns arise and they should be able to go outside the organisation."* If you feel this is the case you can contact the PWAC (Public Concern at Work) helpline on 0207 4046609 or Ofsted on 0300 1231231.

Please remember the following;

- Keep calm.
- Consider risks and next steps.
- Let facts do the speaking, do not make up allegations (please refer to our Disciplinary rules & Grievance procedure – Staff handbook sections 11 & 12).
- Do not pursue or investigate the allegation yourself.
- Consider witnesses.

It is essential that any concern is addressed immediately. Do not wait for proof. It is best to whistleblow as early as possible to prevent any real danger being done.

Ofsted Number: EY471335.

Registered Charity Number: 1152321.

Registered Office: 6 Tilbury Place, Brighton, East Sussex, BN2 0GY

Principal Address: Tarner Park, Sussex Street, Brighton, East Sussex, BN2 9QN



Responding to a concern

- If you have raised a concern, your confidentiality will be respected.
- Your concern will be taken seriously and dealt with, in a professional manner.
- Both sides of the story will be listened to.
- Concerns will be investigated by the relevant and appropriate people/organisations.

The outcome of any enquiries will be reported back to the employee with any action to be taken. If serious wrong doing is found it will be dealt with appropriately, safely and within the framework of Tarner Community Project's policies and procedures. (please refer to our Allegations against Staff policy)

Reviewed and updated; October 2019

Date of next review; October 2020

Ofsted Number: EY471335.

Registered Charity Number: 1152321.

Registered Office: 6 Tilbury Place, Brighton, East Sussex, BN2 0GY

Principal Address: Tarner Park, Sussex Street, Brighton, East Sussex, BN2 9QN