



## **WHISTLE BLOWING POLICY**

This policy must be read in conjunction with the following NWCSG Policies:-  
Safeguarding Policy, Health and Safety Policy, Moving and Handling Policy, Volunteer Code of Conduct, Intimate Care Policy

**Approved October 2011**

Last Review Date – July 2024  
Next Review Date – July 2025

## **POLICY STATEMENT**

The North West Children's Support Group encourages and seeks to empower volunteers to speak out if they encounter poor practice or unacceptable behaviour.

All NWCSG volunteers have a duty of care towards the children and young people who attend our holidays and activities. This duty extends to an obligation to speak out and seek to correct poor practice rather than to overlook it.

No one who raises a genuine concern about poor practice will suffer any form of retribution as a result of doing so even if the concern is proved to be unfounded.

## **AIMS**

The NWCSG recognises that instances of poor practice can occur which affect the wellbeing of the children and young people in our care and the reputation of the charity.

The aims of this procedure are to enable and encourage all those who work as volunteers for the NWCSG to raise concerns about poor practice or unacceptable behaviour without fear of reprisal and to give reassurance that such concerns will be dealt with seriously and effectively.

## **PROCEDURE**

If poor practice or unacceptable behaviour is observed or suspected it is important to act promptly. Anyone raising a concern must explain the reasons for their concern giving as much information as they possibly can.

Concerns about poor practice should be raised initially with the relevant holiday leader or deputy.

**Child Protection concerns should be dealt with according to the guidelines within the NWCSG Safeguarding Policy.**

If the person raising the concern does not feel able to speak to the holiday leader or they are not reassured by the response they receive

then they should contact the NWCSG Chairperson or one of the Trustees via [info@nwcsq.co.uk](mailto:info@nwcsq.co.uk).

If the concern is of a relatively minor nature it may be dealt with informally. If the concern appears to be more serious then an investigation may be necessary.

Wherever possible concerns should be confirmed in writing to assist the person carrying out any investigation.

If the person raising the concern wants his/her identity to be kept confidential every effort will be made to ensure this however it may not be achievable.

Harassment or victimisation of whistleblowers will not be tolerated.

If an allegation is made in good faith but is not confirmed by any investigation, no action will be taken against the person raising the concern. If, however, allegations are shown to be malicious, appropriate action may be taken.

If it becomes apparent during the course of an investigation that a criminal offence may have been committed, then the police should be informed.

The person who raised the concern should receive appropriate feedback on the outcome of the investigation.