



WHISTLEBLOWING POLICY

In addition to wanting to foster a culture where complaints or concerns are raised, we also have a Whistleblowing Policy to encourage and enable staff, entertainers and volunteers to raise their concerns at an early stage and in an appropriate way without fear of reprisal.

We operate as a team, and we expect our employees to all play their part as members of the team for the good of the organisation as a whole. We do not believe that any of our employees will ever feel the need to become a whistleblower. In addition, there is no reason for any employee to believe that he or she will suffer detriment for speaking up if they believe that something is wrong or that if we are alerted to it we will conceal or destroy evidence. However, we are fully aware of our responsibility under the law and we will respect the legal protection afforded to a whistleblower.

A whistleblower is someone who makes a 'qualifying disclosure' relating to information that in the reasonable belief of the disclosing worker shows wrongdoing of one or more of the following kinds:

- A criminal offence was committed or is being or is likely to be committed
- A person has or is or is likely to fail to comply with a legal obligation
- A miscarriage of justice has occurred or is or is likely to occur
- The health and safety of any individual has been or is being or is likely to be endangered
- The environment has been, is being or is likely to be damaged
- That information tending to show any matter falling within any one of the above categories has been, is being, or is likely to be deliberately concealed.

Procedure

Individuals should not use the Whistleblowing Policy to raise grievances about their personal employment situation.

This procedure is to enable members of staff to express a legitimate concern regarding suspected malpractice.



The Investigation

Any concern raised will be investigated thoroughly and in a timely manner, and appropriate corrective action will be pursued. The member of staff making the allegation will be kept informed of progress and, whenever possible and subject to third party rights, may be informed of the resolution.

Deliberately False Accusations

Knowingly making a false accusation (e.g. for malicious or vexatious reasons) will be dealt with under our Disciplinary Procedure.