

NCC /WB/001 Feb 2020

Whistleblowing Policy.

This is complementary to Norwich canoe Club's Safeguarding Children and Safeguarding Adult Policies.

PURPOSE

- To encourage individuals to feel confident in raising concerns about the safety and welfare of children, young people and adults involved in canoeing.
- To provide a method of raising concerns and to receive feedback on any action taken.
- To ensure that individuals receive a response to their concerns and that they are aware of how to pursue them if they are not satisfied.
- To reassure individuals that they will be protected from reprisals or victimisation for whistle blowing in good faith.

GENERAL PRINCIPLES

Club members, coaches and welfare officers may be the first to know that the safety and welfare of a child or adult are under threat. However, they may not express their concerns because they feel that speaking up would be too difficult to handle. It may also be that they fear harassment or victimisation. In these circumstances it may be easier for them to ignore the concern rather than report what may just be a suspicion of poor practice.

The Club is committed to the highest possible standards of openness, honesty and accountability. In line with that commitment, individuals are encouraged, if they have serious concerns about any aspect of someone else's safety and welfare, to come forward and voice those concerns. Individuals can raise a matter of concern without fear of victimisation, subsequent discrimination or disadvantage.

It is in the interest of all concerned that disclosure of potential abuse or concerns are dealt with properly, quickly and discreetly.

The Club will not tolerate any harassment or victimisation (including informal pressures) and will take appropriate action to protect individuals when they raise a concern in good faith.

The Club will do its best to protect the identity of the whistle blower when they raise a concern and do not want their name to be disclosed. It must be appreciated that the investigation process may reveal the source of the information and a statement by the whistle blower may be required as part of the evidence.

This policy encourages the whistle blower to put their name to their allegation. Concerns expressed anonymously are much less powerful.

UNTRUE ALLEGATIONS

If an individual makes an allegation in good faith, but it is not confirmed by the investigation, no action will be taken against them. If, however, it is established that they have made malicious or frivolous allegations, or for personal gain, disciplinary action may be taken against them.

THE WHISTLE BLOWING POLICY

The whistle blowing policy should only be followed if the person raising the concern feels unable to follow the standard reporting procedures as set out in our Safeguarding Children and Safeguarding Adult policies and procedures.

HOW TO RAISE A CONCERN

Concerns may be made verbally or in writing. The individual should set out the background and history of the concern, giving names, dates and places where possible and the reason why they are particularly concerned about the situation. The earlier the individual expresses concern, the easier it is for someone to take action.

Although the whistle blower is not expected to prove the truth of an allegation, they will need to demonstrate that there are sufficient grounds for their concern.

Concerns can be raised with either of our welfare officers. If someone feels unable to do this they can contact British canoeing:

Tel: 0115 8968842

Email: safeguarding@britishcanoeing.org.uk

post (marked 'Private & Confidential') to Urvasi Naidoo, British Canoeing, National Water Sport Centre, Adbolton Lane, Holme Pierrepont, Nottingham, NG12 2LU.

Norwich Canoe Club and British Canoeing accepts that the whistle blower needs to be assured that the matter has been properly addressed.

Subject to legal constraints, they will receive information about the outcomes of any investigations, and the action that is to be taken against those whose actions caused them concern. Also, if appropriate, what policy changes are to be made to minimise the possibility of a similar concern being raised in the future.

Signed by the NCC Community Coach.....Date

Tim Scott

Signed Chairperson.....Date

Siobhan Rowe

Review Date February 2023