



## **SIMPLY PENDOYLAN**

# **WHISTLE BLOWING POLICY**

### **1. Policy Statement**

Simply Pendoylan is committed to openness, safety, and accountability. We encourage staff, volunteers and committee members to raise concerns about wrongdoing or unsafe practice without fear of reprisal.

All concerns raised in good faith will be taken seriously, investigated where appropriate, and handled confidentially wherever possible. No one will suffer detriment for whistleblowing.

### **2. What Can Be Reported**

This policy covers concerns such as:

- Safeguarding concerns or risk of harm to children
- Abuse, neglect or unsafe practice
- Criminal activity or fraud
- Health and safety risks
- Failure to follow legal or regulatory requirements
- Unethical or improper conduct
- Attempts to conceal wrongdoing

This policy does not cover staff grievances or complaints, which should be dealt with under the appropriate procedures.

### **3. Safeguarding**

Any concern about a child's safety must be treated as a safeguarding issue and reported immediately in line with the Safeguarding Policy. Where a child is at immediate risk, emergency services and Social Services must be contacted.

### **4. Raising a Concern**

Concerns should be raised as soon as possible, ideally in writing, including relevant details such as names, dates and what has happened.

Internal reporting route:

1. Playleader
2. Registered Person / Committee Chair (if needed or if concern involves the Playleader)

### **5. External Reporting**

If necessary, concerns may be raised externally with:

- Care Inspectorate Wales (CIW)
- Local Authority Safeguarding Team / LADO
- Police (if a crime is suspected)
- Protect (independent whistleblowing advice service)

## **6. Investigation**

All concerns will be reviewed promptly to decide if an investigation is needed. Where appropriate, an investigation will be fair, proportionate and timely.

A response will normally be provided within 10 working days, or an update will be given if further investigation is required.

## **7. Confidentiality and Protection**

Every effort will be made to protect the identity of the whistleblower. Anonymous concerns may be considered but could be harder to investigate.

No one raising a concern in good faith will suffer any detriment. Malicious allegations may result in disciplinary action.

## **8. Record Keeping**

All concerns and outcomes will be recorded and stored securely in line with UK GDPR requirements.

## **9. Policy Review**

This policy will be reviewed annually or sooner if required due to changes in legislation or guidance.

## **Contact information**

CIW: 0300 7900 126

PCAW (Public Concern at Work): 020 7404 6609 (website: [www.pcaw.org.uk](http://www.pcaw.org.uk))