



SOUND CHURCH WHISTLEBLOWING POLICY

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1. About this Policy

- 1.1 We are committed to honesty and integrity in our church life and we expect all involved to maintain high standards. Any suspected wrongdoing, including “covering up”, should be reported as soon as possible.
- 1.2 This policy covers all the leadership team, trustees, employees and volunteers of Sound Church.
- 1.3 This policy does not form part of any employee’s contract of employment and we may amend it at any time.

2. What Is Whistleblowing?

Whistleblowing is the reporting of suspected wrongdoing or dangers in relation to our activities. This includes (but is not limited to), bribery, fraud or other criminal activity, miscarriages of justice, health and safety risks, damage to the environment and any breach of legal or professional obligations. It also includes the following matters specific to this workplace.

3. How to Raise a Concern

- 3.1 If a child or vulnerable adult is at immediate risk you should contact the BANES Duty and Assessment Team on 01225 39 61 11 or 01225 47 79 29 (weekdays, 8.30am to 5pm, except Fridays when we’re closed from 4.30pm) or the out of hours’ telephone number is 01454 615165 in accordance with Sound Church’s Child/Vulnerable Adult Protection Policy and Procedures. In an emergency, call emergency services on 999 and then the BANES Duty and Assessment team as soon as practicable. If you have received a direct allegation of abuse, but the child/adult is not in immediate danger you should contact the BANES Duty and Assessment team without delay, and in all circumstances within 24 hours.
- 3.2 Otherwise, we hope that in many cases you will be able to raise any concerns with the person to whom you are responsible. However, where you prefer not to raise it with that person for any reason, you should contact the Safeguarding Team. Contact details are at the end of this policy.
- 3.3 If you feel unable to raise the concern with the Safeguarding Team please note that our Trustees can be contacted.
- 3.4 We will arrange a meeting with you as soon as possible to discuss your concern. You may bring a friend, colleague or union representative to any meetings under this policy. Your companion must respect the confidentiality of your disclosure and any subsequent investigation.



4. Confidentiality

We hope that whistleblowing concerns can be voiced openly under this policy. Completely anonymous disclosures are difficult to investigate. If you want to raise your concern confidentially, we will make every effort to keep your identity secret and only reveal it where necessary to those involved in investigating your concern.

5. External Disclosures

5.1 The aim of this policy is to provide an internal mechanism for reporting, investigating and remedying any wrongdoing associated with church activities. In most cases you should not find it necessary to alert anyone externally.

5.2 The law recognises that in some circumstances it may be appropriate for you to report your concerns to an external body such as a regulator. We strongly encourage you to seek advice before reporting a concern to anyone external. Public Concern at Work operates a confidential helpline. Their contact details are at the end of this policy.

6. Protection and Support for Whistleblowers

6.1 We aim to encourage openness and will support whistleblowers who raise genuine concerns under this policy, even if they turn out to be mistaken..

6.2 Whistleblowers must not suffer any detrimental treatment as a result of raising a genuine concern. If you believe that you have suffered any such treatment, you should inform a Trustee as soon as possible. If you are an employee and the matter is not remedied you should raise it formally using our Grievance Procedure.

6.3 You must not threaten or retaliate against whistleblowers in any way. If you are involved in such conduct you may be subject to disciplinary action. In some cases the whistleblower could have a right to sue you personally for compensation in an employment tribunal

6.4 However, if we conclude that a whistleblower has made false allegations maliciously or with a view to personal gain, the whistleblower may be subject to disciplinary action.



7. Contacts

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The Safeguarding Team	betsy@soundchurch.co.uk Hannah.needham@soundchurch.co.uk Claire.tinker@soundchurch.co.uk Hannah.sell@soundchurch.co.uk Dan.palmer@soundchurch.co.uk Josh@soundchurch.co.uk
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