



Whistleblowing Policy for Get up and Grow



Get Up And Grow Whistleblowing Policy

Our commitment

We always aim to conduct ourselves ethically, and with honesty and integrity. We expect the same high standards from all of our people – employees, workers, contractors, agency workers and volunteers. We do, however, recognise that there may be occasions when we – or our people – do not get this right. In these instances, you may feel that you need to raise your genuine and serious concerns through this whistleblowing policy.

Aim of the policy

The aims of this policy are to:

- provide an effective way for you to raise serious concerns
- ensure that you receive feedback on any action undertaken by us as a result of you raising serious concerns
 - ensure that you will be protected from reprisals or victimisation for having raised your concern in good faith
 - signpost you to further options available to you if you are dissatisfied with our response, or if internal investigation is not appropriate
- allow Get Up and Grow (GUAG) to take action against any employee who makes allegations in bad faith and/or publicly discloses information when it is unreasonable for them to do so.

Who this policy applies to

This policy applies to everyone who works for and volunteers with GUAG.

Defining whistleblowing

‘Whistleblowing’ is a term used to refer to the internal or external disclosure of malpractice as well as illegal acts, or omissions, at work. It covers, for example, how we raise funds, apply for funding, how we commission work or make payments.

Protecting individuals using this policy

The Public Interest Disclosure Act 1998 amended the Employment Rights

Act 1996 and it provides protection for individuals who raise legitimate concerns about specified matters, outlined below. These are called qualifying disclosures. A qualifying disclosure is one made in good faith by an individual who has a reasonable belief that:

- a criminal offence (including fraudulent and corrupt behaviour, eg theft, fraud or malpractice)
- a miscarriage of justice
- an act creating risk to health and safety
- an act causing damage to the environment
- a breach of any other legal obligation, or
- concealment of any of the above.

It is not necessary for you to have proof that such an act is being, has been, or is likely to be, committed. You do, however, need to hold a reasonable belief of such an action having been, being or likely to be carried out. If you make such a protected disclosure, you have the right not to be dismissed, subjected to any other detriment, or victimised. This is the case even were it to materialise that you were genuinely mistaken. We will not tolerate any individual being subjected to a detriment as a result of their making a disclosure in good faith. We will, in so far as is possible, aim to treat all individuals making a disclosure in the spirit of the Public Interest Disclosure Act 1998.

Malicious disclosures

If it is found that you have maliciously raised a matter which you know to be untrue or you are involved in any way in the malpractice, wrongdoing or illegal acts or omissions, your behaviour may be addressed through the appropriate GUAG policy.

Raising a concern

You should raise your whistleblowing concern as soon as possible. This will make it easier to act and to enable any problems to be resolved or reported quickly. You can make your disclosure orally but written disclosures are preferable as these will make the process more efficient and effective. In your disclosure, you should:

- provide any relevant context and background, including relevant dates, venues, names etc
- state clearly the reason why the situation causes for concern. Y

You must say that you are raising your concern using the whistleblowing policy and whether you wish your identity to be kept confidential. While we will make every effort to deal with your case confidentially, depending on the circumstances of the case this may not always be possible. Where this is the case, you will be informed of this and the reasons why it was not possible. We will consider anonymous disclosures, but we do not encourage them as anonymity often makes it difficult to properly investigate concerns, protect employees or give feedback on outcomes.

Who should I raise it with?

You should contact:

Name. Hayley Watson

Designation Director

E mail hayley@getupandgrownw.com

We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on:

Signed:  Date: 01.04.2024

This policy will next be reviewed on 01.04.2025