



Whistleblowing Policy

Ace Sports Coaching

Wraparound Care Provision

Policy Effective Date: September 2024

Review Date: August 2025

1. Introduction

Ace Sports Coaching is committed to maintaining the highest standards of integrity, accountability, and transparency in all aspects of our wraparound care provision. We encourage a culture where staff feel able to raise genuine concerns about misconduct, malpractice, or unethical behaviour without fear of retaliation or victimisation.

2. Purpose

The purpose of this policy is to:

- Encourage staff to report concerns regarding illegal, unethical, or unsafe practices.
- Provide a clear process for raising and handling such concerns.
- Assure staff that concerns will be taken seriously and addressed promptly.
- Protect whistleblowers from retaliation.

3. Scope

This policy applies to all employees, contractors, volunteers, and anyone working in connection with Ace Sports Coaching. It covers concerns such as:

- Safeguarding breaches or risks to child safety.
- Health and safety violations.
- Financial malpractice, fraud, or corruption.
- Discrimination or harassment.
- Breach of statutory obligations.
- Any other unethical or illegal conduct.

4. Legal Framework

This policy complies with the requirements of the **Public Interest Disclosure Act 1998 (PIDA)**, which protects whistleblowers from unfair treatment or dismissal when raising concerns in the public interest.

5. Principles

- **Confidentiality:** All concerns will be treated confidentially, and the identity of the whistleblower will only be disclosed with their consent or where legally required.
- **No Victimisation:** Staff raising concerns in good faith will not suffer harassment, victimisation, or adverse employment consequences.
- **Malicious Claims:** False or malicious claims may result in disciplinary action.

6. How to Raise a Concern

Step 1: Internal Reporting

Concerns should first be reported to your immediate supervisor or manager. If the concern involves them or if you feel uncomfortable reporting to them, you may contact:

- **Director:** Nick McGowan, 07581 198835
- **Safeguarding Lead:** Amber Bagshaw, 07913 976115

Step 2: Formal Written Report

Submit your concern in writing, detailing:

- The nature of the concern.
- Relevant dates, individuals, and evidence (if available).
- Why you believe the issue should be investigated.

Step 3: Investigation

The Whistleblowing Officer will:

1. Acknowledge receipt of your concern within will be within 5 working days.
2. Conduct a preliminary assessment to determine the validity of the concern.
3. Initiate a formal investigation if necessary.

Step 4: Outcome

You will be informed of the investigation outcome where appropriate, respecting confidentiality requirements.

7. External Reporting

If you feel that your concern has not been adequately addressed internally, you can escalate it to an external body, such as:

- **Ofsted:** 0300 123 1231
- **Local Authority Designated Officer (LADO):** 0115 977 3935
- **NSPCC Whistleblowing Helpline:** 0800 028 0285

8. Responsibilities

- **Staff:** To report genuine concerns responsibly and in good faith.
- **Management:** To handle concerns impartially and take appropriate corrective action.
- **Whistleblowing Officer:** To ensure concerns are investigated promptly and fairly.

9. Monitoring and Review

This policy will be reviewed annually or sooner if required due to legislative changes or lessons learned from its implementation.

10. Contact Details

- **Emergency Contact for Immediate Risks:** Nick McGowan, 07581 198835
- **Safeguarding Lead:** Amber Bagshaw, **07913 976115**

Approved By: Nick McGowan

Date: September 2024