

Whistleblowing Policy

Issue 2. February 2025



The Margaret Adcock Foundation

Registered Charity Number 1205889
135 Foss Road, Hilton, Derbyshire, DE65 5BJ.

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Phone 07948 549 163

Trustees: David Adcock, Lyn Adcock, Helen Powell.

The Margaret Adcock Foundation is a Charitable Incorporated Organisation governed by a Constitution which established the objects and powers of the charity. The Foundation entered the Register of Charities on 24th November 2023 with Registered Charity Number 1205889.

Whistleblowing Policy

1. Purpose

The Margaret Adcock Foundation is committed to the highest standards of integrity, transparency, and accountability. This policy provides a clear framework for staff, volunteers, Trustees, and other stakeholders to raise concerns about wrongdoing or misconduct without fear of retaliation. It ensures that all concerns are investigated fairly and in confidence.

2. Scope

This policy applies to all:

- Employees and Trustees.
- Volunteers.
- Contractors, agency workers, and others providing services to the charity.

Examples of Concerns

You may use this policy to report concerns about:

- Illegal activities (e.g., theft, fraud, corruption).
- Breaches of legal or regulatory obligations.
- Safeguarding risks or abuse of beneficiaries.
- Health and safety dangers.
- Environmental harm.
- Serious mismanagement or malpractice.
- Concealment of any of the above.

This policy does not cover personal grievances, which should be addressed through the Grievance Policy.

3. Principles

The Margaret Adcock Foundation commits to:

1. Confidentiality: Protecting the identity of whistleblowers wherever possible.
2. Protection: Ensuring whistleblowers are not subjected to detriment or retaliation.
3. Fair Investigation: Investigating all concerns promptly and impartially.
4. Accountability: Taking appropriate action if wrongdoing is identified.

4. Legal Protections

This policy aligns with the Public Interest Disclosure Act 1998 (PIDA), which protects whistleblowers who:

- Act in the public interest.

- Have a reasonable belief that wrongdoing has occurred or is likely to occur.

Protected disclosures include reporting to:

- The employer (or, in this case, The Margaret Adcock Foundation).
- A prescribed person or body (e.g., Charity Commission, Health and Safety Executive).
- A legal adviser.

5. Reporting Concerns

5.1 Internal Reporting

- Raise your concern with your line manager or supervisor in the first instance.
- If you are uncomfortable doing so, or if the concern involves your line manager, contact the Whistleblowing Officer or Chair of Trustees:
 - Email: admin@margaretadcock.org.
 - Phone: +44 7948 549 163.
 - Address: 135 Foss Road, Hilton, Derbyshire, DE65 5BJ.

5.2 External Reporting

If you feel the concern has not been addressed internally, or it is inappropriate to raise it within the charity, you may contact:

- Charity Commission: <https://www.gov.uk/government/organisations/charity-commission>
- Prescribed Bodies (e.g., Health and Safety Executive, Information Commissioner's Office).

5.3 Anonymous Reporting

You may report concerns anonymously; however, this may limit our ability to investigate effectively.

6. Investigation Process

1. Acknowledgment:

- We will acknowledge your concern within 5 working days.

2. Assessment:

- The Whistleblowing Officer or designated investigator will conduct an initial review to determine whether the concern falls under this policy.

3. Investigation:

- A fair and impartial investigation will be conducted.
- Where appropriate, external professionals or authorities may be involved.

4. Outcome:

- You will be informed of the investigation's outcome, subject to confidentiality obligations.

5. Action:

- If wrongdoing is confirmed, appropriate action will be taken, such as disciplinary measures, reporting to authorities, or revising procedures.

7. Protection and Support

The Margaret Adcock Foundation ensures:

- No retaliation or detriment against whistleblowers. This includes protection from dismissal, harassment, or discrimination.
- Disciplinary action against individuals found retaliating against a whistleblower.
- Support and guidance throughout the process, including referrals to independent advice (e.g., Protect).

8. Malicious Allegations

Raising concerns maliciously or in bad faith is a serious matter. Individuals found to have made unfounded allegations with malicious intent may face disciplinary action.

9. Training and Awareness

- All staff, Trustees, and volunteers will receive training on this policy and their responsibilities.
- Regular reminders will ensure the policy remains visible and accessible.

10. Monitoring and Review

The Board of Trustees will monitor the effectiveness of this policy and review it annually or following significant changes in law or charity operations.

Approval and Acknowledgment

This policy has been approved by the Board of Trustees. All staff, Trustees, and volunteers must adhere to its principles and procedures.

Approved By:

- Chair of Trustees: D. Adcock _____
- Date: February 2025 _____

Policy Review Date:

- Next Review: November 2025 _____