



Norfolk Snowsports – Whistleblowing Policy

Norfolk Snowsports Club is committed to developing a culture where it is safe and acceptable for all those involved in our sport to raise concerns about unacceptable practice and misconduct. Whistleblowing can involve sharing potentially vital information about health and safety risks, environmental factors, fraud, harm of children or adults at risk, or covering up for someone. It is the duty of everyone within Norfolk Snowsports Club to speak up about genuine concerns and disclose them.

This Policy applies to all club committees, clubs, coaches and instructors, athletes, volunteers and members.

Norfolk Snowsports will not tolerate bullying, harassment or victimisation of anyone who raises a genuine concern.

Personal grievances (for example bullying, harassment, discrimination or how you have been treated as part of a disciplinary procedure) are not covered by whistleblowing law, unless your particular case is in the public interest. These matters should be raised under the club Grievance procedure, Complaints Procedure or Disciplinary Procedure if it relates to disciplinary issues.

This Policy should be read in conjunction with the Club's Disciplinary Policy.

What is Whistleblowing?

Whistleblowing encourages and enables employees and others to raise serious issues within the organisation, rather than overlooking a problem or "blowing the whistle" outside. The whistleblower must believe they are acting in the public interest.

It is important to have procedures and a culture that enables staff and volunteers to share, in confidence with a designated person (normally a Club Welfare Officer or Snowsport England's Safeguarding Lead), concerns they may have.

This may be about criminal behaviour; a safeguarding or child or adult protection concern; organisational poor practice or incompetence, for example inadequate insurance or not complying with fire regulations or procedures; behaviour that pushes boundaries beyond acceptable limits, for example overtraining or coercion to train against medical advice. If this is consistently ignored a culture may develop within an organisation whereby staff and young people are 'silenced'.

The concern may be about something that has happened in the past, is happening now, or that is likely to happen in the future. If you've seen, heard or suspect wrongdoing in the club, or know of a serious risk or accident 'waiting to happen', this should be passed on. Whistleblowers are witnesses to a malpractice and must not be penalised for any disclosure of information. In fact, certain categories of whistleblowers are protected by law.

Whistleblowing is not being disloyal to staff or participants as it is in the public interest to raise the concern.

Reasons for Whistleblowing

Everyone has a responsibility for raising concerns about unacceptable practice or behaviour:

- to prevent the problem worsening.
- to protect or reduce risk to others.
- to prevent becoming implicated yourself.



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What stops people from whistleblowing?

- starting a chain of events which spirals.
- disrupting work or training.
- fear of getting it wrong.
- fear of repercussions or damaging careers.
- feeling of being disloyal to colleagues.
- fear of not being believed.

What should you do?

If something is reported to you, try and record the following details:

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- name, address and telephone number of the informant.
 - names of individuals involved.
 - the manner of the alleged incident or circumstances.
 - whether they will submit any evidence (if applicable).
 - how they became aware of the nature of the allegation.
 - do not attempt to deal with the allegation or suspicion yourself.

Who should you tell?

Let the Club Welfare Officer know, who will then report the matter to the Safeguarding Lead at Snowsport England.

If you cannot refer the matter to the Club Welfare Officer (for example if they are implicated) you should go direct to the Safeguarding Lead at Snowsport England.

Mark Vaughan welfare@snowsportengland.org.uk 07462 156784

Don't:

- assume it doesn't matter, or no harm will arise, or ignore it as "it is not my responsibility".
- inform the person about whom the concern was raised.
- commence your own investigation.



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- inform any other members, participants employees or club members.

Do:

- report it without delay.

Confidentiality

Norfolk Snowsports Club will treat all information confidentially and will only share it on a need-to-know basis. Where possible confidentiality will be maintained, although it must be stressed that in cases of fraud or criminal activity and in cases of child safeguarding it will not be possible to maintain strict confidentiality.

Anyone handling confidential information where appropriate should use the “[Seven Golden Rules to Information Sharing](#)” as guidance and this can be found on page 4 within the “Information Sharing – Advice for Practitioners Providing Safeguarding Services to Children, Young People, Parents and Carers”.

What happens next?

Norfolk Snowsports Club is fully supportive of whistleblowing for the sake of the child or other participants and will provide support and protect those who whistle blow. All concerns will be treated in confidence with information only passed on, on a need- to-know basis. You may be contacted by an investigator and asked to provide more information about your report. Reports made in good faith, but which are later assessed as unfounded, will not result in any action being taken, or detrimental treatment, against the reporter. However, persons reporting for malicious reasons may be subject to disciplinary proceedings.

Concerns will be looked into, and we aim to keep the whistleblower informed of the outcome if it is appropriate to do so. Any information provided to the whistleblower should be treated as confidential. Some concerns may require reporting to external agencies.

Other National Governing Bodies

If your concern falls within the remit of one of the other National Governing Bodies, or outside the remit of Snowsport England, your concern will be passed on appropriately. Your consent will be sought prior to passing the concern on unless it is a criminal or child protection offence.

Free Advice

You can also contact Protect on 020 3117 2520 for more help and advice. This could be because you are worried about reporting the matter to the club or Snowsport England, or because you do not feel the club or Snowsport England has handled the matter appropriately.

Director : David Rich Date:6th September 2024

Club Welfare Officer: Kerry Rich Date 6th September 2024