

THE LAMBS

Play Fast and Free

The Lambs RFC

PRESIDENT Mr. Roger Uttley, OBE

CHAIRMAN Mr. Christopher Terry

The Lambs - Whistleblowing Policy

Statement

The Lambs have adopted this policy and the accompanying procedure on whistleblowing to enable members of staff to raise concerns internally and in a confidential fashion about fraud, malpractice, health and safety, criminal offences, safeguarding issues, and failure to comply with legal obligations or unethical conduct. The policy also provides if necessary, for such concerns to be raised outside the organisation.

In accordance with Lord Nolan's Second Report of the Committee on Standards in Public Life, the Lambs policy on whistleblowing is intended to demonstrate that the LAMBS RFC :-

- Will not tolerate malpractice;
- Will respect the confidentiality of staff raising concerns and will provide procedures to maintain confidentiality so far as is consistent with progressing the issues effectively;
- Will provide the opportunity to raise concerns outside of the normal line management structure where this is appropriate;
- Will invoke the Clubs disciplinary policy and procedure in the case of false, malicious, vexatious or frivolous allegations;
- Will provide a clear and simple procedure for raising concerns, which is accessible to all members of staff.

Procedure

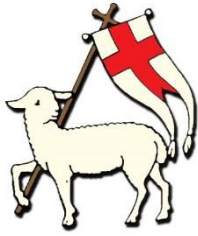
Staff should not use the whistleblowing policy procedure to raise grievances about personal issues

This policy and procedure is to enable members of staff to express a legitimate concern regarding suspected malpractice within the club. Matters that may be suitable to be raised under this policy are where an action;

- is unlawful;
- is against company policies;
- amounts to improper conduct;
- seems likely to harm a member of the public or the environment;
- represents a cover up of these sorts of issues;
- concerns potentially poor or unsafe practices of conduct by colleagues

Malpractice is not easily defined; however, it includes allegations of;

- fraud,
- financial irregularities,
- corruption,
- bribery,
- dishonesty,



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- acting contrary to the staff code of ethics,
- criminal activities, or failing to comply with a legal obligation,
- a miscarriage of justice,
- creating or ignoring a serious risk to health, safety or the environment
- Safeguarding issues

Confidentiality

Staff who wish to raise a concern under this procedure are entitled to have the matter treated confidentially and their name will not be disclosed to the alleged perpetrator of malpractice without their prior approval. It may be appropriate to preserve confidentiality that concerns are raised orally rather than in writing, although members of staff are encouraged to express their concern in writing wherever possible. If there is evidence of criminal activity, then the Police will in all cases be informed.

The Investigation

A member of staff will be at liberty to express their concern to the Vice Chairman

Any concern raised will be investigated thoroughly and in a timely manner, and appropriate corrective action will be pursued. The member of staff making the allegation will be kept informed of progress and, whenever possible and subject to third party rights, will be informed of the Resolution.

A member of staff who is not satisfied that their concern is being properly dealt with will have a right to raise it in confidence with the Chairman.

External Procedures

Where all internal procedures have been exhausted, a member of staff shall have a right of access to an independent external person / body.

It should be noted that under the Public Interest Disclosure Act 1998, there are circumstances where a member of staff may be entitled to raise a concern directly with an external body where the employee reasonably believes :-

- That exceptionally serious circumstances justify it;
- That the club would conceal or destroy the relevant evidence;
- Where they believe they would be victimised by the School;
- Where the Secretary of State has ordered it.

Malicious Accusations/Protection from Reprisal

False, malicious, vexatious or frivolous accusations will be dealt with under the clubs Disciplinary Policy. Protection from reprisal or victimisation: No member of the staff will suffer a detriment or be disciplined for raising a genuine and legitimate concern, providing that they do so in good faith and following the Whistleblowing procedures.