

Cwmbran Tennis Club

Whistleblowing Policy

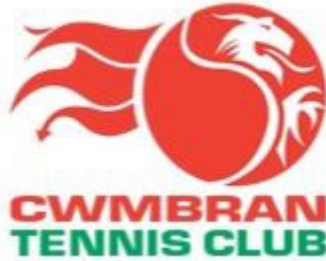


Table of Contents

INTRODUCTION.....	3
WHISTLEBLOWING POLICY.....	3
1.1. How to Raise a Concern	3
1.2. How the club will respond	3
1.3 Confidentiality and Support.....	4

INTRODUCTION

This policy is one of a suite of policies produced by Cwmbran Tennis Club to ensure that the club has a set of well-defined and comprehensive policies that safeguard the safety, wellbeing and management of the club. The policies also give members who have concerns of any kind to understand how the club will manage and approach any issues and give members easy access to club management staff who can help them. This policy should be read in conjunction with other related club policies all of which can be found [here](#).

Each of the policies will give the designation of members of the club management team and committee who can help them. The comprehensive list of club management committee and those with other specified roles in the club including their contact details can be found on the website [here](#). The list also includes key contacts in Tennis Wales or the LTA should this be an appropriate course of action which can be found [here](#).

WHISTLEBLOWING POLICY

Whistleblowing is when someone raises a concern about a dangerous or illegal activity or any wrong doing within the club.

1.1. How to Raise a Concern

Any concerns about a child or allegations about an adult who works with children should be raised with the club Safeguarding and Wellbeing Representative. If the allegation is about the Club Safeguarding and Wellbeing Representative then the Chairman or a senior member of the committee should be informed.

1.2. How the club will respond

a) If the concern is that a member of staff or volunteer has or may have:

- Behaved in a way that has harmed a child or may have harmed a child
- Possibly committed a criminal offence against or related to a child
- Behaved towards a child or children in a way that indicates that he / she would pose a risk of harm to children

The Safeguarding and Wellbeing Representative (or other as above) will contact the LTA and Local Authority Designated Officer (LADO) to discuss how the allegation should be investigated.

b) If the concern does not match any of these criteria or, after consideration with the LADO or other appropriate agencies, it is agreed that the matter should be dealt with by internal processes the club will consult the LTA to determine the most appropriate action.

c) If the concern is that the club has not followed appropriate safeguarding procedures or has not pressed other agencies where concerns about a child persists, the Safeguarding and Wellbeing Representative should be approached to seek assurances that appropriate action will be taken.

If in either case the member still has concerns that a child or children are at risk or that appropriate

procedures have not been followed the member should contact the LTA and LADO or, in situations where children are thought to be in immediate danger or risk of harm, the police by contacting 999.

1.3 Confidentiality and Support

- a) All concerns will be treated in strictest confidence by all concerned. The club will protect the identity of whistle blowers as much as possible.
- b) However particularly in the context of safeguarding concerns it may be that an investigation process may reveal the source of the information, even if the identity of the whistle-blower is kept anonymous.
- c) All staff/volunteers involved in any related investigations must maintain confidentiality during and after the conclusion.
- d) The club will take steps to minimise any difficulties and provide appropriate support and advice to staff/volunteers passing on concerns.
- e) Depending on the nature of the concerns and the subsequent type of investigation the whistle-blower will be updated appropriately.
- f) All involved will attempt to ensure that any allegation is dealt with fairly, quickly, proportionately and consistently in a way that provides effective protection for the child and at the same time supports the person who is subject to the allegation and the person bringing the concern to the attention of the club.
- g) Organisations who can provide support are:
 - a) [Samaritans](#)
 - b) [Mind](#)
 - c) [Sporting Chance](#)
 - d) Club Safeguarding and Wellbeing Representative [Simon Davies](#) – 07375-537402
 - e) Local Authority
 - f) General Practitioner (GP)