

Whistle Blowing policy



WHISTLE-BLOWING

Luton Town Football Club

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WHISTLE-BLOWING

What is Whistle blowing ?

Whistleblowing is the act of disclosing information about wrongdoing in the workplace. This could mean highlighting possible unlawful activities in the organisation, failures to comply with legal obligations, miscarriages of justice or reporting on risks to the health and safety of individuals or to the environment.

Who can “Whistle blow” and how are they protected?

A whistle-blower is an employee that reports an employer's misconduct. There are laws that protect whistle-blowers from being fired or mistreated for reporting misconduct. One of these laws is the Whistle-blower Protection Act.

Any Adult or young person who works for or plays football for or within Luton Town Football club can “whistle blow”

Can somebody outside of the club’s employment “whistle blow”?

Yes, external whistleblowing, means that the whistle-blower reports misconduct to a person outside the club, such as law enforcement or the media.

Where can I find out more about how this works?

The Government have a website that you can visit that can give you information and advice regarding this process.

<https://www.gov.uk/government/publications/whistleblowing-and-the-public-interest-disclosure-act-1998-c23/whistleblowing-and-the-public-interest-disclosure-act-1998-c23-accessible-version>

Will I be supported by the club if I choose to whistle blow?

Yes, absolutely, the concern will be sent to a senior member of staff who will have an obligation to ensure that the whistle blower is supported and remains anonymous

What will happen once I “whistle blow” ?

The whistle-blower sends a message about their concern, anonymously or openly, through the whistleblowing system’s communication channel. whistleblowing@lutontown.co.uk

Appointed individuals receive a notification and the disclosure is recorded on a confidential system (“my concern” to log the concern and to take action.

The whistle blower can remain anonymous throughout the process.

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All actions and communication will be recorded on the confidential “my concern” system

Support will be offered to the “whistle blower” both internally and externally if required

The club has a legal obligation to investigate any allegations or concerns raised.

Upon completion, cases can be closed, archived and deleted, in compliance with applicable data protection laws.

What if I feel I can't speak to my employer about this?

You may choose not to go straight to a governing body or Local authority directly with your concern. This may be because you feel you want to remain anonymous, or you believe that the organisation will try to cover it up or ignore it, you may be worried about being treated unfairly for making the complaint, or you may feel that the issue was raised before but wasn't dealt with.

Governing bodies and local authorities include the below:

External contact's

The FA Safeguarding team
safeguarding@thefa.com

The EFL Safeguarding team
safeguarding@efl.com

NSPCC
help@nspcc.org.uk

Local Authority Designated Officer 01234 276 693
lado@bedford.gov.uk
lado@luton.gov.uk

Children's and Adult care Services Details: 0300 300 8585
cs.accessandreferral@centralbedfordshire.gov.uk
Children Services out of hours: 0300 300 8123

The police
999 or 101

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Abuse of position of trust

All staff are aware that inappropriate behaviour towards children is unacceptable and that their conduct towards them must be beyond reproach. Staff understand that under the Sexual Offences Act 2003 it is an offence for a person over the age of 18 to have a sexual or intimate relationship with a person under the age of 18, where that person is in a position of trust, even if the relationship is deemed consensual. This means that any sexual activity between those in a position of trust and a young person under 18 may be a criminal offence and would be reported to the Local Authority Designated Officer (LADO).

The Club has considered the Sexual Offences Act 2003 when drafting this policy.

PROCEDURES ON DEALING WITH A DISCLOSURE

It is the responsibility of all staff/volunteers working at the Club to report any concerns to one of the Senior Safeguarding Manager

Safeguarding is everyone's responsibility if you are worried about a child it is important that you report your concerns – no action is not an option.

- If the issue is one of poor practice the SSM will either:
 - deal with the matter themselves or
 - seek advice from The FA County Welfare Officer (The FA CWO)
- If the child needs immediate medical treatment arrange for them to go to a hospital or call an ambulance and inform any medical staff that this is a child protection concern. Let the DSO know what action you have taken, they in turn will inform The FA CWO.
- If at any time you are not able to contact a DSO or the matter is clearly serious then you can either:
 - contact The FA CWO directly (contact details on Page 4)
 - contact the Police or Children's Services
 - call the FA/NSPCC 24 hour Helpline for advice on 0808 800 5000
- Serious concerns will be referred to the appropriate statutory agency and The FA Safeguarding Team.

RECORD KEEPING

The Club will keep detailed records in line with data protection legislation including the General Data Protection Regulation (GDPR). These records may include the following:

- Child's name, age (date of birth), home address, telephone number
- The nature of the allegation, including dates, times, any other relevant factors and information
- Will only record the facts. Making a clear distinction between fact, opinion or hearsay
- Describe any visible bruising or injuries, also any noticeable behavioural changes

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- Details of any witnesses to the incidents
- The child's account of what happened if it can be given
- Will record details of anyone else who has been consulted
- If the child did not report the incident, who did report incident, has the child been spoken to and what was said?
- Details of the alleged to be, the abuser.

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