



WHISTLEBLOWING POLICY DSDT (including support mechanisms)

	Date	Name/signature
Last updated	5/6/2023	MR
Reviewed by Managing Director on behalf of trustees	9/6/23	sen Smallwood
Date for next review		

What is Whistleblowing?

Whistleblowing is when anyone who has contact with The Down Syndrome Development Trust (DSDT) raises a concern about a dangerous or illegal activity or any wrongdoing within our charity. Raising a concern is known as "blowing the whistle" and is a vital process for identifying risks to people's safety. Sharing information or talking through a concern can be the first step to helping an organisation identify problems and improve their practices.

Aim

The aim of the charity in regards to whistleblowing is to ensure that concerns and worries are listened to and acted upon promptly and fairly.

Protecting the 'whistleblower'

The Public Interest Disclosure Act 1998 amended the Employment Rights Act 1996. It provides protection for individuals who raise legitimate concerns about specified matters outlined below. These are called qualifying disclosures. A qualifying disclosure is one made in good faith by an individual who has a reasonable belief that:

- A criminal offence (including fraudulent and corrupt behaviour, e.g. theft, fraud, or malpractice).
- A miscarriage of justice
- An act that creates a risk to health and safety

- An act that causes damage to the environment.

- A breach of any other legal obligations

- The concealment of any of the above It is not necessary for you to have proof that such an act is being, has been, or is likely to be committed.

You do, however, need to hold a reasonable belief of such an action having been, being or likely to be carried out. If you make such a protected disclosure, you have the right not to be dismissed, subjected to any other detriment, or victimised. This is the case even if it were not to materialise that you were genuinely mistaken. DSDT will not tolerate any individual being subjected to a detriment as a result of their making a disclosure in good faith. Under UK law, volunteers are not afforded the same legal protection that is afforded to employees. However, as a charity, we want to promote and encourage an honest environment in which concerns can be freely raised. We will therefore, where at all possible, aim to treat all individuals making a disclosure in the spirit of the Public Interest Disclosure Act 1988.

Confidentiality

All allegations will be treated in confidence and every effort will be made not to reveal a whistleblower's identity unless they otherwise request. However, if the matter is subsequently dealt with through other procedures such as the Disciplinary Procedure, the whistleblower's identity may be revealed. Similarly, if the allegation results in court proceedings then the whistleblower may have to give evidence in open court if the case is to be successful. The Down Syndrome Development Trust will not, without the whistleblower's consent, disclose their identity to anyone other than a person involved in the investigation/allegation.

Internal & External Whistleblowing Procedures

You should raise your whistleblowing concern as soon as possible. This will make it easier to act and enable any problems to be reported or resolved quickly.

1. You should always look to raise the matter with your manager in the first instance. For all DSDT staff and volunteers this will be [Senay Smallwood, Managing Director DSDT](#) or [Marianne Robinson Operations/Office Manager DSDT](#). Where this is not appropriate, you may contact the Board of Directors.



www.downsyndromedevelopment.org.uk

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Any member of the Board of Directors receiving concerns will have the responsibility for following it through. The Board of Directors contact details are:

- Guy Passey
guypassey@guypassey.com
- Kristina Veasey
kristinaveasey@yahoo.co.uk
- Joanna Pike
joannapike.dsdtd@gmail.com
- Andy Smallwood
andysmallwood.dsdtd@gmail.com
- Senay Smallwood
sensmallwood.dsdtd@gmail.com

2. Where this is not appropriate because both of these people may be involved in the alleged malpractice, wrongdoing or illegal acts or omissions in some way, you should raise the matter directly with the appropriate agencies.

Untrue Allegations

No disciplinary or other action will be taken against a whistleblower who makes an allegation in the reasonable belief that it is in the public interest to do so even if the allegation is not substantiated by an investigation. However, disciplinary action may be taken against a whistleblower who makes an allegation without reasonable belief that it is in the public interest to do so (e.g. making an allegation frivolously, maliciously or for personal gain where there is no element of public interest).

Further Help and Assistance

If, at any stage in the procedure, you are unsure about what to do and would like independent advice, you can discuss your concern with someone at Protect. This body is an independent charity staffed by lawyers, which offers free and confidential legal advice on how people can raise concerns about malpractice at work. They can also provide advice about what legal protection may be available to you. You can find them by following the following link: [Protect - Speak up stop harm - Protect - Speak up stop harm \(protect-advice.org.uk\)](http://Protect - Speak up stop harm - Protect - Speak up stop harm (protect-advice.org.uk))

Contact details:

Registered charity and correspondence address: 13 Saltwood Road, Seaford East, Sussex BN25 3SP

Main office: Chyngton Methodist Church, Millberg Road, Seaford, East Sussex, BN25 3ST

Second office: Unit Number 1b, The Sussex Innovation Centre, Falmer, Brighton, East Sussex, BN1 9SB

Tel: 01323 893 323 / 01323 890 654

Website: www.downsyndromedevelopment.org.uk

Email: hello@downsyndromedevelopment.org.uk

[DSDT Charity Policies | Down Syndrome Development Trust UK](#)

Down Syndrome Development Trust

Company Number: 08346182

Registered Charity Number: 1155830

Registered charity and correspondence address: 13 Saltwood Road, Seaford East, Sussex BN25 3SP

Main office: Chyngton Methodist Church, Millberg Road, Seaford, East Sussex, BN25 3ST

Second office: Unit Number 1b, The Sussex Innovation Centre, Falmer, Brighton, East Sussex, BN1 9SB

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