

Silver Salisbury Group

Whistleblowing Policy v1.00

1. Purpose

Silver Salisbury is committed to the highest standards of openness, integrity and accountability. This policy provides a safe framework for individuals to raise serious concerns about wrongdoing or malpractice within the charity without fear of victimization, discrimination, or disadvantage.

2. Scope

This policy applies to our volunteers, including trustees and paid contractors.

3. Policy Statement

We encourage individuals to report any genuine suspicions of wrongdoing as soon as possible. We will take all disclosures seriously, treat them with strict confidentiality, and investigate them thoroughly. We guarantee that anyone who raises a genuine concern in good faith will be protected from any form of retaliation or detrimental treatment.

To ensure concerns are handled appropriately, we follow this process:

- **Stage 1 (Raising the Concern):** Report your concern to the Trustee you are working with. If the concern involves the Trustee you are working with, or if you feel unable to speak to them, you should approach any other Trustee or the Chair of the Board. You can make this report verbally or in writing.
- **Stage 2 (Investigation):** The person receiving the disclosure will acknowledge it within **7 working days** and appoint an investigator (who is not implicated in the allegation). A thorough investigation will be conducted, aiming to conclude within **28 working days**.
- **Stage 3 (Outcome):** You will be informed of the outcome of the investigation and what steps (if any) are being taken as a result, whilst respecting the confidentiality of others.

External Escalation: If you reasonably believe that the matter cannot be resolved internally, or if it involves a serious threat to the charity's assets, beneficiaries, or reputation, you can report it directly to the **Charity Commission** as a Serious Incident, or to **Protect** (the UK's whistleblowing charity) for free, confidential legal advice.

4. Regulatory Framework

This policy complies with the Public Interest Disclosure Act 1998 (PIDA), which protects workers who make a "protected disclosure" about specific types of wrongdoing. It also aligns with the guidance issued by the Charity Commission for England and Wales regarding the reporting of Serious Incidents, and the Data Protection Act 2018 (UK GDPR) regarding the confidential handling of information.

5. Communication

This policy is made available to all ie regular volunteers, including trustees, and paid contractors upon joining the charity and is stored in our central policy folder.

We provide clear guidance on how to raise concerns and ensure that all trustees understand their responsibility to handle disclosures confidentially and sensitively.

6. Policy owner

This policy is owned and maintained by the Board of Trustees. It will be reviewed every two years to ensure it remains legally compliant and effective.

SSG Authorisation:

Date	Name
30 July 2026	V1.00 Approved by the Trustees
Review Due 30 July 2028	