

Whistleblowing policy

1.0 Policy Statement

- 1.1 RTW Monson follows the Swim England policy on Whistleblowing. [SE1008 Whistleblowing Policy \(1\).pdf](#). The policy covers all current members of RTW Monson. The policy outlines how all paying members can raise genuine concerns about wrongdoing or illegal or unethical conduct, whether suspected or confirmed, with Swim England for review or investigation without fear of reprisals, even if the concerns turn out to be mistaken, unless the concerns raised are not genuine or were raised maliciously.
- 1.2 The aims and objectives of this policy are:
- 1.2.1 to encourage members and volunteers to report suspected wrongdoing as soon as possible in the knowledge that their concerns will be taken seriously and investigated as appropriate, and that their confidentiality shall be protected.
 - 1.2.2 to provide members and volunteers with guidance as to how to raise these concerns.
 - 1.2.3 to reassure members and volunteers that they should be able to raise concerns without fear of reprisals, even if the concerns are mistaken.
 - 1.2.4 Swim England and RTW Monson swimming club are committed to developing a culture that is safe and encourages all those involved in swimming to raise concerns of poor/ unacceptable practice in addition to breaches in safeguarding or abuse.
 - 1.2.5 The objective of this policy is to allow individuals to raise issues of poor practice or misconduct by the club's members or its workforce.

2.0 Who is covered by this policy?

- 2.1 This Policy applies to all individuals who are current members of RTW Monson Swimming Club, including athletes, contractors, coaches, officials and volunteers.

3.0 What is Whistleblowing?

Whistleblowing is the disclosure of information which relates to suspected wrongdoing or dangers at work. This may include:

- 3.1.1. criminal activity;
- 3.1.2. miscarriages of justice;
- 3.1.3. danger to health and safety;
- 3.1.4. damage to the environment;

- 3.1.5. failure to comply with any legal or professional obligation or regulatory requirements;
- 3.1.6. bribery;
- 3.1.7. financial fraud or mismanagement;
- 3.1.8. negligence;
- 3.1.9. breach of our internal policies and procedures (including our Codes of Conduct);
- 3.1.10. conduct likely to damage our reputation;
- 3.1.11. unauthorised disclosure of confidential information;
- 3.1.12. the deliberate concealment of any of the above matters;
- 3.1.13. doping incident; and/or
- 3.1.14. equality incident.

3.2. A whistleblower is a person who raised a genuine concern relating to any of the above. If you have any genuine concerns related to suspected wrongdoing or danger affecting any of our activities (a 'Whistleblowing Concern') you should report it under this policy.

3.3 Swim England members and parents of members have a responsibility to raise concerns about potential poor practice and abuse/unacceptable behaviour in order to:

- Prevent the problem increasing.
- Protect or reduce the risk to others.
- Prevent becoming a party to the concern by lack of appropriate action

4.0 Raising a concern

If you are a Swim England member or the parent/guardian of a member and your concern is regarding a member of Swim England, or the Parent/ guardian of a member, you must refer the matter to the Welfare Officer, the County or Regional Welfare Officer, the Swim England Safeguarding Team or the statutory agencies.

If you wish to raise a concern regarding whistleblowing to the club, contact the RTW Monson Swimming Club Welfare Officer: rtwmonson@gmail.com

If you wish to direct your concern to Swim England directly, contact the team legal@swimming.org or by post to Swim England Legal Department, Pavilion 3, SportPark, 3 Oakwood Drive, Loughborough, LE11 3QF or for the national safeguarding team email safeguarding@swimming.org.

5.0 What happens when you raise a concern in good faith

- 5.1 The concern you raise will be treated in confidence and will be shared only on a need-to-know basis.
- 5.2 You will be given updates on how the enquiry is progressing, only if it is appropriate/ possible to do so.
- 5.3 Your club Welfare Officer, the County or Regional Welfare Officer and Swim England have a responsibility to protect you from harassment of any kind that results from your disclosure.

- 5.4 If the matter is proven/ found on the balance of probabilities to have occurred then appropriate action will be taken against the individual(s) concerned.
- 5.5 If the matter is unproven/ unfounded on the balance of probabilities to not have occurred, providing you raised the concern in good faith, no action will be taken against you.
- 5.6 Malicious allegations will be considered as a disciplinary offence.
- 5.7 RTW Monson reminds members that any photos taken should fall within the Swim England guidelines and that if mobile phones are taken into changing rooms, the facility to take photos or videos must not be used.

6.0 Feedback

- 6.1 Every effort will be made to give you feedback on the outcome and action taken on the matter you referred, but how much detail can be reported back to you will vary according to the nature and result of the investigation. For concerns raised to Swim England, those who raise a concern, will need to refer to Swim England regarding feedback processes.
- 6.2 Wherever possible, Swim England or the club will ensure you have notice while the matter is ongoing and when it has been concluded.

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