



Sailship training and learning for Life - Whistleblowing Policy

Last reviewed: [May 2025] Next review due: [April 2026]

1. Purpose

Sailship is committed to the highest standards of openness, integrity, and accountability. This policy enables trustees, staff, volunteers, learners, and community members to raise concerns about wrongdoing or risks without fear of reprisal.

2. Scope

This policy applies to anyone involved with Sailship, including employees, volunteers, trustees, learners, carers, and external partners.

Concerns may include:

- Safeguarding failures or abuse
- Criminal activity or fraud
- Health and safety risks
- Breaches of legal or regulatory obligations
- Misuse of charitable funds
- Discrimination or harassment
- Attempts to conceal any of the above

3. Principles

- **Confidentiality:** All disclosures will be treated sensitively and, where possible, confidentially.
- **Protection:** Whistleblowers will not suffer any detriment for raising concerns in good faith.
- **Transparency:** Concerns will be investigated fairly, promptly, and thoroughly.
- **Accessibility:** This policy is available in alternative formats upon request.

4. Reporting Procedure

Concerns should be raised with:

- **Elizabeth Barritt**, CEO and Trustee Email: liz.barritt@sailship.org.uk Phone: 07538 255387

If the concern involves senior leadership or cannot be resolved internally, individuals may contact:

- **Charity Commission for England and Wales** Report serious concerns

5. Investigation

- A designated trustee or external advisor may lead the investigation.
- The whistleblower may be asked for further information but is not expected to prove the allegation.
- Outcomes will be shared where appropriate, respecting confidentiality.

6. Malicious Allegations

Deliberately false or malicious reports may result in disciplinary action. However, honest mistakes will not be penalized.

7. Review

This policy will be reviewed annually or following any significant incident.