



JOHN LYON'S CHARITY

Whistleblowing Policy

The Charity is committed to promoting a culture of openness, transparency, and accountability in all interactions involving Trustees, employees, volunteers, and external stakeholders. We recognise that honest and effective communication is essential for identifying and addressing concerns about misconduct, breaches of policy, or failures in governance.

This Whistleblowing Policy is designed to encourage and support individuals whether internal or external to raise serious concerns in a safe and confidential manner. It is the responsibility of all board members, officers, employees, and volunteers to report any suspected violations of the Charity's legal obligations or regulatory requirements.

Individuals who raise genuine concerns in good faith under this policy will be protected from retaliation or any form of disadvantage resulting from their disclosure.

Scope of the Policy

Under the Public Interest Disclosure Act 1998, workers are legally protected when reporting wrongdoing in the workplace. This policy applies when an individual reasonably believes, and acts in good faith, that any of the following has occurred, is occurring, or is likely to occur within the Charity:

- A criminal offence
- Non-compliance with legal obligations
- A miscarriage of justice
- Endangerment to the health or safety of any individual
- Breach of health, safety, or environmental laws
- Deliberate concealment of any of the above

Proof is not required to raise a concern; reasonable suspicion is sufficient. However, disclosures made in bad faith, for personal gain, or involving criminal conduct by the whistleblower may result in disciplinary action, including dismissal for gross misconduct.

Internal Reporting Procedure

Concerns should be raised with the Chief Executive. If unavailable, or if circumstances require, the Chief Operating Officer may be contacted. A designated officer will investigate the matter and provide feedback to the whistleblower regarding findings and any actions taken. All concerns will be reported to the Chair of the Board. If the whistleblower is dissatisfied with the outcome, they may appeal directly to the Chair.

Further investigation may be necessary, and employees may be asked to participate in hearings as witnesses. The Charity will take all reasonable steps to ensure that whistleblowers are not adversely affected in their working environment or relationships.

This policy protects disclosures made in good faith, where the individual reasonably believes the information and allegations are substantially true. Disclosures made with malicious intent, knowingly false information, or for personal gain will be treated as disciplinary offences and may result in dismissal without notice.

While the Charity hopes whistleblowing will not be necessary, it acknowledges that unforeseen circumstances may arise. Each case will be assessed individually, based on its specific facts.

External Reporting Procedure

External parties, such as suppliers, contractors, former employees, clients, or members of the public who have reasonable grounds to suspect misconduct or unethical behaviour by the Charity may report their concerns through the following steps:

1. Identify the concern clearly
2. Follow our complaint procedure ([FAQs-Complaints-Procedure.pdf](#)).
3. Make the Disclosure (Report the Concern) with as much detail and evidence as possible.
4. You may choose the following reporting options, that is to include:
 - Openly – with your identity disclosed
 - Confidentially – your identity is known to the recipient but not shared further
 - Anonymously – your identity is not revealed

Additionally, individuals may contact Protect (formerly Public Concern at Work), the UK's leading authority on whistleblowing, if internal reporting is deemed inappropriate or unsuccessful.