

## Xpact Whistleblowing Policy

### 1. Policy Statement

Xpact is committed to maintaining an open and transparent culture in which all staff, mentors, contractors, and volunteers feel able to raise concerns about wrongdoing without fear of reprisal. We believe whistleblowing is an important part of safeguarding children, young people, and adults at risk.

This policy supports individuals who wish to report serious concerns relating to:

- The safety or welfare of a child or adult at risk
- Unlawful conduct or malpractice
- Breaches of professional codes or safeguarding duties
- Risks to health, safety, or the environment
- Misuse of funds or corruption
- Covering up wrongdoing

### 2. Scope of the Policy

This policy applies to:

- All Xpact staff and mentors (including freelancers, part-time, and volunteers)
- Contractors, agency staff, and board members
- Anyone working on behalf of Xpact

It does not cover personal grievances (e.g. bullying or workload) unless they relate to wrongdoing in the public interest — those are dealt with under a grievance policy.

### 3. What is Whistleblowing?

Whistleblowing is when you report suspected wrongdoing or danger in connection with your work.

You are a whistleblower if you're a worker and you report certain types of wrongdoing to someone in authority.

To be protected under the Public Interest Disclosure Act (PIDA) 1998, the concern must be:

- In the public interest

- About a criminal offence, legal obligation, miscarriage of justice, danger to health/safety, or cover-up of any of these

#### 4. Safeguarding-Specific Whistleblowing

You must report any concern that:

- A child, young person, or vulnerable adult is at risk of harm
- A colleague, mentor, volunteer, or manager may be breaching safeguarding rules
- Safeguarding concerns are not being appropriately handled or escalated

Safeguarding whistleblowing concerns can be raised even if they have already been reported to the DSL — especially if:

- You feel the issue was not acted on properly
- There is a conflict of interest
- You fear the issue is being covered up

#### 5. How to Raise a Concern

You can report concerns:

Internally

Raise your concern with any of the following:

Contact [info@xpactforimpact.co.uk](mailto:info@xpactforimpact.co.uk)

Designated Safeguarding Lead (DSL) E Collins

Deputy DSL H Starton

Reports can be made:

- In writing
- Verbally
- Anonymously (we will respect anonymity where possible)

## Externally

If you are not comfortable raising it internally, or if you believe the concern is being ignored or mishandled, you can report to:

- NSPCC Whistleblowing Advice Line – 0800 028 0285
- Ofsted – 0300 123 3155
- The Charity Commission – [www.gov.uk/complain-about-charity](http://www.gov.uk/complain-about-charity)
- Local Authority Designated Officer (LADO)

## 6. What Will Happen Next

- Your concern will be taken seriously and treated confidentially
- You may be asked for more information
- An investigation may be carried out, either internally or by external authorities
- You will be informed of the outcome where possible (within the limits of confidentiality)
- Appropriate actions will be taken if wrongdoing is found

## 7. Protection for Whistleblowers

Xpact will not tolerate victimisation or retaliation against anyone who raises a concern in good faith.

You are protected by law if you report a concern that is:

- Genuine
- In the public interest
- Raised through appropriate channels

If you feel you are being treated unfairly as a result of whistleblowing, you should report this to [Insert contact or HR representative].

## 8. False Allegations

Deliberately making a false allegation for malicious reasons may result in disciplinary action. However, raising a concern in good faith — even if it proves to be unfounded — will never lead to punishment.

## 9. Confidentiality and Record Keeping

All concerns raised are:

- Logged securely and confidentially
- Only shared on a need-to-know basis
- Monitored by senior leadership for patterns or systemic issues

Records will include:

- Date and nature of the concern
- Outcome or actions taken
- Any feedback given to the whistleblower

## 10. Review and Oversight

This policy is reviewed annually, or sooner if:

- New legislation is introduced
- Whistleblowing incidents highlight gaps
- Xpact significantly changes structure or size

Last Reviewed: October 2025

Next Review Due: October 2026

Policy Owner: E Collins

## 11. Related Policies

- Safeguarding Policy
- Complaints Procedure
- Code of Conduct
- Data Protection and Privacy Policy
- Safer Recruitment Policy