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PADDLE UK SAFEGUARDING WHISTLEBLOWING POLICY STATEMENT

This policy aims to provide clear guidance for individuals on how to report any instances of misconduct or poor practice relating to safeguarding and to reassure individuals that they will be protected from any reprisals or victimisation (including informal pressures) from whistleblowing or reporting concerns in good faith. The key legislation that underpins this policy is The Public Interest Disclosure Act 1998 (updated 2020) which protects whistleblowers from detrimental treatment by their employer. This policy also protects participants, coaches, volunteers, parents, officials or members of the public wishing to raise a safeguarding concern.

HOW TO RAISE CONCERNS

Concerns can be raised verbally or in writing. Individuals should provide as much detail as possible, including any names, dates, locations and all concerns. The whistleblower is not responsible for proving an allegation but will need to demonstrate that there are sufficient grounds for their concern. Subject to legal constraints, the whistleblower will receive information about the outcomes of any investigations, and any actions taken. If applicable, they will also be informed of any subsequent policy changes implemented as a result of their concern.

In the first instance concerns should be raised with Paddle UK¹ Whistleblowing - whistleblowing@paddleuk.org.uk

OR post to: (marked 'Private & Confidential') Whistleblowing, Paddle UK, National Water Sport Centre, Adbolton Lane, Holme Pierrepont, Nottingham, NG12 2LU.

If you subsequently feel that you have not received a satisfactory response to your concern, you should contact: **Paddle UK Chief Executive** (marked 'Private & Confidential') National Water Sport Centre, Adbolton Lane, Holme Pierrepont, Nottingham, NG12 2LU.

HOW WILL PADDLE UK RESPOND?

The action taken by Paddle UK will depend on the nature of the concern. All cases will be referred to the Paddle UK Case Management Group and they will be dealt with in accordance with the Paddle UK Safeguarding Procedures (for National Associations please check the relevant policy)

¹ Paddle UK is a trading name of British Canoeing which is a Company registered at Companies House with the registered number 01525484.



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Receipt of the individuals concern will be acknowledged immediately and, within five working days of the concern being received, the Safeguarding Lead will write to them:

- Indicating how the matter will be dealt with.
- Giving an estimate of how long it will take to provide a final response.
- Informing them whether any initial enquiries have been made.
- Informing them whether further investigations will take place, and if not, why not.

CONFIDENTIALITY

Paddle UK will do its best to protect the identity of any whistleblower. However, during an investigation process, information collected may inadvertently lead to the source of the complaint being identifiable. If this is the case, appropriate support for individuals will be identified by a member of the Safeguarding Team, or the Independent Case Management Group Chair.

FALSE ALLEGATIONS

If an individual makes an allegation in good faith, but it is not confirmed by the investigation, no action will be taken against them. If it is established that they have made malicious or frivolous allegations, or allegations for personal gain, disciplinary action may be taken against them. In such cases, Paddle UK's disciplinary procedure will apply.

This whistleblowing policy should **ONLY** be followed if the person raising the concern feels unable to follow the standard reporting procedures as set out in Paddle UK Safeguarding Children and Safeguarding Adult policies and procedures. It is not to be used as a means of raising personal grievances or HR/contractual disputes that should be raised according to HR policies.

SUPPORT

Paddle UK will take steps to minimise any difficulties which individuals may experience as a result of raising a concern. If the whistleblower is required to give evidence in criminal or disciplinary proceedings, Paddle UK will advise them about the procedure and offer them support. Subject to legal constraints, the whistleblower will receive information about the outcomes of any investigations, and any actions taken. If applicable, they will also be informed of any subsequent policy changes implemented as a result of their concern.



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ESCALATING CONCERNS

This policy is intended to encourage and empower individuals to raise serious concerns within Paddle UK in the first instance. However, if individuals are not satisfied with the response from Paddle UK and believe that children or adults remain at risk of abuse or harm, they are able to contact:

- The Child Protection in Sport Unit (CPSU) email: cpsu@nspcc.org.uk
- Local Authority Children's Social Care/ Adult Social Care
- Local Police: 101
- **The NSPCC also has a dedicated whistleblowing Advice Line: 0800 028 0285**

When escalating concerns outside of Paddle UK, please ensure that prohibited/confidential information is not shared.

POLICY SCOPE

This policy and any policies and guidelines referenced within this document are those of Paddle UK. They do not apply in Scotland, Wales or Northern Ireland. Visit the websites of the Scottish Canoe Association (SCA), Canoe Wales (CW) or The Canoe Association of Northern Ireland (CANI) for details of the equivalent policies and guidelines in these countries.

CONTACT DETAILS

Contact details and details of **other relevant policies** and guidance for Paddle UK and contact details for the **National Associations** safeguarding teams can be found on [our website](#).