



Whistleblowing Policy

March 2026

Last review completed by:

Board of Trustees

Date of last review:

March 2026

Next review due:

March 2027

Document owner:

J Holmes

Distribution list:

Board of Trustees

1. Purpose

Both Sides Foundation is committed to the highest standards of openness, integrity and accountability. The purpose of this policy is to enable individuals to raise serious concerns about wrongdoing or risks connected with the Foundation's work, without fear of reprisal.

This policy encourages concerns to be raised internally in the first instance, where appropriate, so that issues can be addressed promptly and responsibly. It reflects the protections provided by the **Public Interest Disclosure Act 1998 (PIDA)**.

2. Scope

This policy applies to all individuals working with or on behalf of Both Sides Foundation, including trustees, staff, volunteers, practitioners, contractors and delivery partners.

3. What Is Whistleblowing?

Whistleblowing is the disclosure of information about serious wrongdoing or risks that are in the public interest. This may include concerns relating to:

- Criminal offences or breaches of the law
- Serious health and safety risks
- Fraud, bribery or misuse of charity funds
- Safeguarding failures or abuse
- Serious misconduct, unethical behaviour or concealment of wrongdoing

This policy does **not** cover personal employment grievances, which should be raised through appropriate management or grievance routes.

4. Safeguards and Protection

Anyone who raises a concern honestly, in good faith and in the public interest will be supported by the Foundation and will not suffer harassment, victimisation or retaliation.

Protection under the Public Interest Disclosure Act applies where disclosures meet the criteria set out in the legislation.

5. Confidentiality

All whistleblowing concerns will be treated sensitively and, wherever possible, confidentially. The Foundation will take reasonable steps to protect the identity of the individual raising the concern.

However, there may be circumstances where disclosure of information (including identity) is required by law or necessary to protect individuals from harm. Anonymous concerns will be considered, although they may be more difficult to investigate fully.

6. How to Raise a Concern

Concerns can be raised verbally or in writing. Where possible, individuals are encouraged to raise concerns internally in the first instance.

Concerns may be raised with:

- A senior member of staff or practitioner
- A trustee of the Foundation
- The Chair of Trustees, where the concern relates to senior leadership

Concerns relating to financial matters may be raised with the Treasurer.

If an individual does not feel able to raise a concern internally, or wishes to seek independent advice, the following organisations can provide support:

- **Protect (formerly Public Concern at Work):**
www.protect-advice.org.uk | 020 3117 2520
- **NSPCC Whistleblowing Advice Line** (for safeguarding concerns):
0800 028 0285

7. Investigation and Outcome

All whistleblowing concerns will be acknowledged promptly and assessed fairly. Investigations will be proportionate to the nature of the concern and may be carried out by a trustee, senior lead or external advisor where appropriate.

Where possible, and subject to confidentiality and legal constraints, individuals raising concerns will be informed of progress and outcomes.

8. Awareness and Review

This policy is shared with trustees, staff and volunteers as part of induction and is reviewed annually by the Board of Trustees, or sooner if required by changes in law or organisational practice.

Signed

Signed

Neil Bolding
Position: Chair of Trustees
Date: March 2026

James Holmes
Position: Trustee and Governance Lead
Date: March 2026