



Whistleblowing Policy

Version	Date Written	Authors	Date Ratified	Judgement of controls

1. Purpose

This policy aims to encourage and enable employees, contractors, and other stakeholders to raise genuine concerns about wrongdoing, risk, or misconduct without fear of retaliation. It supports our commitment to integrity, transparency, and accountability.

2. Scope

This policy applies to all employees, agency staff, contractors, volunteers, and suppliers. It covers concerns relating to:

- Criminal offences or breaches of law
- Fraud, corruption, or financial malpractice
- Health and safety risks
- Environmental damage
- Breaches of company policy or ethical standards
- Concealment of any of the above

3. Reporting Concerns

Concerns should be raised as soon as possible through one of the following channels:

- **Line Manager** – where appropriate
- **Designated Whistleblowing Officer** – Trustee - Stephen Adams

Please contact: stephenadamshr@gmail.com

07540 567 832

Reports can be made verbally or in writing. Anonymous reports will be considered, though they may limit our ability to investigate fully.

Wiltshire Treehouse is also regulated by the charity commission, an external organisation that oversees the actions and finances of all registered charities. For more information on their role, and the charities that they oversee please head to their website: [The Charity Commission - GOV.UK](https://www.charitycommission.gov.uk) for more information on

4. Protection and Confidentiality

We will treat all disclosures in confidence and make every effort to protect the identity of the whistleblower, unless required by law to disclose it. Retaliation, victimisation, or harassment of anyone raising a concern in good faith will not be tolerated.

5. Investigation Process

- Acknowledgement of receipt within 7 working days
- Initial assessment to determine scope and next steps (Time frame?)
- Formal investigation where necessary & led by an impartial investigator.
- Outcome communicated to the whistleblower where possible. (Time Frame?)

6. False or Malicious Allegations

Deliberately false or malicious allegations are a serious matter and may result in disciplinary action.

7. Review of Policy

This policy will be reviewed annually to ensure it remains effective and compliant with relevant legislation.

Approved by: Board of Trustees

Date: 11/03/2026