

## **BRITISH WHEEL OF YOGA WHISTLE BLOWING POLICY**

It is the policy of the British Wheel of Yoga to ensure the maintenance of the highest ethical standards in all area of BWY activities and to encourage a free and open culture in dealings between its officers, employees, volunteers and members (OEVM). In particular, BWY recognises that effective and honest communication is essential to its success.

The purpose of the BWY Whistleblowing Policy is to give guidance to BWY OEVM who may from time to time feel that they need to raise with someone, in confidence, certain issues relating to the BWY should they suspect that the above standards are not being observed by another OEVM.

### **WHAT TO DO IF YOU HAVE SUSPICIONS YOU WISH TO RAISE?**

If your concerns relate to the activities of one of your immediate colleagues, the matter should be referred to your Line Manager.

If your concerns relate to your own Line Manager, or someone more senior or acting within an official volunteering capacity, within BWY – and you have concerns that were the matter raised with this person it would not be acted upon – a direct referral should be made to a member of the Management. (Members of the Management are given at the end of the Policy.)

### **WHAT FURTHER ACTION WILL BE NECESSARY?**

In addition to your written concerns you may be asked to provide details of any evidence in your possession to support your allegation. You may be asked to attend a meeting with the Management to address your concerns and to be questioned in relation to your concerns. You will be entitled to bring with you, as support, another OEVM. You will be advised of any action that is proposed to be taken.

Appropriate steps will be taken to ensure that your working environment and/or working relationships are not prejudiced in any way by your disclosure.

**You are entitled to protection against any form of discrimination as a result of any legitimate concerns which you bring to the attention of BWY following the above procedures. However, you are reminded that making false or malicious allegations concerning another OEVM is a serious disciplinary offence and may give rise to disciplinary proceedings or other disciplinary action.**

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Nothing contained in this Policy will have any effect on your statutory rights for protection in connection with “protected disclosures”, in accordance with the definition of “protected disclosures” given in The Public Interest Disclosure Act 1998. The following circumstances constitute a “qualifying disclosure” whereby The Public Interest Disclosure Act 1998 provides protection for the person reporting such a circumstance:

- ▶ a criminal offence has been committed, is being committed or is likely to be committed
- ▶ a person has failed, is failing or is likely to fail to comply with any legal obligation to which he or she is subject
- ▶ a miscarriage of justice has occurred, is occurring or is likely to occur
- ▶ the health and safety of any individual as been, is being or is likely to be endangered
- ▶ the environment has been, is being or is likely to be damaged
- ▶ information tending to show any matter failing within any one of the preceding points has been, is being or is likely to be concealed

Approved by BWY CP Steering Group: December 2006

### **MANAGEMENT MEMBERS** as at December 2006

<b>NAME</b>	<b>POSITION</b>	<b>EMAIL</b>
Helen Smith	Chair	chair@bwy.org.uk
Pat Sharpe	General Secretary	gensecretary@bwy.org.uk
Lesley Isaacson	Education Chair	lesley@yogajourney.org.uk
Phillip Clint	Hon Treasurer	treasurer@bwy.org.uk
Pierre Bibby	CEO Marketing & Media	ceo@bwy.org.uk
Jenny Knowles	Education & Training Manager	etm@bwy.org.uk

To contact a member of Management by post please address your envelope to the **named person and their position**, marking the envelope “**Private and Confidential for the personal attention of the named addressee only**” to:

BWY Central Office, 25 Jermyn Street, Sleaford, Lincs, NG34 7RU