

Zainabiya Madressa Whistleblowing Policy

If you have a serious concern (detailed below) then this policy guides you through the process of escalating those concerns.

You must be giving your information to us in good faith. This means that you must believe it to be substantially true and you must not act maliciously or make false allegations or seek any personal gain.

What does the law say about whistleblowing?

If you bring information about a serious concern to the attention of your employer or a relevant organisation, you are protected in certain circumstances under the Public Interest Disclosure Act 1998 ('the Act'). This is commonly referred to as 'blowing the whistle' and you are referred to as a 'whistleblower'. The law that protects whistleblowers is for the public interest - so people can speak out if they find a serious concern in an organisation, without fear of reprisal or detriment.

What concerns are legally protected by the Whistleblowing Act?

To use the whistleblowing policy and be legally protected under the Act, you must make a disclosure about a serious concern. This is known under the Act as a 'qualifying disclosure'. This means you have information and reasonably believe that one or more of the following matters is happening, has taken place, or is likely to happen in the future:

- A criminal offence
- The breach of a legal obligation
- A miscarriage of justice
- A danger to the health and safety of any individual
- Damage to the environment
- A deliberate attempt to conceal any of the above

The Act does not cover volunteers, but Zainabiya Madressa policy does cover volunteers and aims to provide similar protection as the Act. Zainabiya Madressa and the EC may contact CoEJ and WF to seek advice.

What does the whistleblowing policy not cover?

The Zainabiya Madressa whistleblowing policy doesn't apply if you have a complaint or a concern about safeguarding or any other organisation.

How should I use the whistleblowing policy?

Complaints - A complaint is an expression of your dissatisfaction which calls for a response.

If you want to make a complaint about it, use the complaints policy.

Safeguarding concerns - For safeguarding concerns you need to look at the safeguarding policy.

Concerns about other organisations - If you have concerns about the behaviour of another organisation you should raise them through that organisation, following any whistleblowing procedures it has.

When should I use the whistleblowing policy?

We encourage you to raise your concerns as soon as you have them rather than wait for proof, so we can look into things straight away.

Can I keep my whistleblowing confidential?

We treat information received as part of whistleblowing policy sensitively.

We also treat your concerns in confidence and where possible we will not reveal your identity. However, we do encourage you to put your name to your concern because proper investigation may be more difficult or impossible if we can't get further information from you.

How am I protected as a whistleblower?

It is understandable that you may be worried about possible repercussions. We aim to encourage openness and will support anyone who raises genuine concerns under this policy, even if the concerns turn out to be unfounded. We will take all reasonable steps to protect whistleblowers from reprisal or victimisation.

Updated May 2024

Changes to the Policy

The Madressa reserves the right to make any changes and revisions to, or withdraw all or parts of, this policy from time to time as it considers appropriate without prior consultation or notice.