

## **MK Clairvoyants (including Healing the Soul Training)**

### **Whistle Blowing Procedures**

#### Whistle-blowing and raising concerns at work

The official name for whistleblowing is 'making a disclosure in the public interest'. If MK Clairvoyants or those attending groups or training believe there is malpractice in the organisation, they should report this by following the correct processes. If an individual is employed by MK Clairvoyants and they are subject to an investigation, it will not affect their employment rights and they are protected, and they cannot be victimised by the employer. Whistle-blowers are protected for public interest, to encourage people to speak out if they find malpractice in an organisation or workplace.

Malpractice could be improper, illegal or negligent behaviour by anyone who works with or within MK Clairvoyants.

When should the whistle-blowing procedure be used?

To be protected as a whistle-blower, a worker needs to make a 'qualifying disclosure' about malpractice.

This could be a disclosure about:

- Threats/risks to the welfare, health or safety of a child or adult
- Criminal offences
- Failure to comply with a legal obligation
- Miscarriages of justice
- Damage to the environment
- A deliberate attempt to cover up any of the above

It is the responsibility of all members of MK Clairvoyants employment to report any improper, illegal, or negligent behaviour in or connected with the organisation. This procedure is appropriate where a worker has genuine concerns about activities in or connected with the organisation. It is not designed to replace or be used as an alternative to the grievance procedure.

The organisation's Safeguarding Policy must be followed where a disclosure is made relating to the safeguarding of a child/adult.

Whistle-blowing protection applies where the person making a disclosure reasonably believes that the information disclosed, and any allegations contained in it, are substantially true. If any disclosure is made in bad faith, or concerns information which is not substantially believed to be true, or if the disclosure is made for personal gain, then such a disclosure will constitute a disciplinary offence.

If a disclosure is made in good faith, but is not confirmed by any subsequent investigation, then no action will be taken against the whistle-blower. Victimisation of an individual for raising a disclosure will be a disciplinary offence.

### Action to be taken by the whistle-blower

Concerns should normally be reported in the first instance to either Matt or Kirsty. Concerns can be reported verbally or in writing and should include information about the malpractice and reasons for concern.

The whistle-blower may nominate a colleague to be present during meetings in connection with the concerns raised.

### Action to be taken by MK Clairvoyants

The organisation must investigate any matter raised under this procedure thoroughly, promptly and confidentially.

The organisation's managing body must decide whether the matter falls within the scope of the organisation's other policies and procedures.

The managing body will investigate the matter and take action as appropriate. If the whistle-blower or anyone else connected with the organisation is asked or instructed to cover up malpractice, this is itself a disciplinary offence.

If malpractice is revealed as a result of any investigation under this procedure, the organisation's disciplinary procedure will be used, in addition to any appropriate external measures.

The whistle-blower will be informed of the outcome.

MK Clairvoyants will review this policy every year to ensure that it is maintained and adheres to up-to-date governmental guidance and employment law.

Signed: M.GROGAN/K.GROGAN

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