

JERSEY CRICKET



Jersey Cricket Board Whistleblowing Policy

Scope

This policy outlines the process by which any individual, paid or voluntary, involved at any level of the sport of cricket can raise concerns with the Jersey Cricket Board (JCB) for investigation.

Definition

'Whistle-blower' is a term commonly used to describe a person who alerts an authority to acts of wrongdoing, usually by someone within the authority's jurisdiction. Whistle-blowers are witnesses to a malpractice and must not be penalised for any disclosure of information, in fact certain categories of whistle-blowers are protected by the law. The JCB is committed to encouraging a culture of openness: to uphold the reputation of the organisation, maintain the sport's and the public's confidence, and to protect its members (ie athletes, coaches, staff, officials, volunteers etc). It is in the interests of the sport and its membership that individuals with genuine concerns can raise them in a confidential and effective way. This policy outlines the mechanism by which serious concerns can be lodged with the JCB and addressed appropriately. Anyone approaching the JCB, in good faith, with information regarding matters of wrongdoing, such as fraud, misappropriation, bad practice in child (and/or vulnerable adult) protection or safety, discrimination or breach of codes of conduct, by staff (including contractors) or volunteers working for the JCB, will have the matter dealt with in an appropriate manner with a duty of care to all those involved.

Process

If you discover any wrongdoing, including bad practice or abuse you should report it to the JCB Safeguarding Officer using any of the following methods:

- Via post to: The Safeguarding Officer, Jersey Cricket Board, Fort Regent, St Helier, Jersey, JE2 4UX

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- Via email to: ***Insert Email***
- Via telephone by calling: 01534 449792

Your concerns will normally then be considered by the Safeguarding Officer in the first instance and referred for investigation either to a relevant staff member with responsibility for that area, or if the nature of the complaint warrants it, directly to the Chief Executive Officer. The relevant staff member (or the CEO) will investigate the matter and take any remedial action to rectify the situation or, where any such action is not in the power of that staff member, they will then make recommendations to the CEO to take appropriate further steps.

Any investigation will not, at any stage, be carried out by any person against whom allegations are made, and details will only be shared with those individuals who are considered vital to the effective functioning of any investigation.

Enquiries will be undertaken promptly, although more complex matters may require a longer and more thorough investigation. The relevant staff member will advise you of the outcome of any enquiry and any remedial action taken. If the issue is not resolved in a satisfactory manner by the staff member, or if the concern relates to that person (or the Safeguarding Officer), you may raise the matter directly with the any member of the Executive Committee of the JCB – including specifically the CEO or the Chairman, via post to:

- The Jersey Cricket Board, Fort Regent, St Helier, Jersey, JE2 4UX

The member of the Executive will make enquiries and, if appropriate, investigate the matter and take any remedial action to rectify the situation (which may include passing to an independent body such as Jersey Sport). Investigations will not be carried out by any person previously involved in the matter and at no stage will they involve any person against whom allegations are made. Again, any investigation will be done promptly, although more complex matters may require a longer and more thorough investigation. The member of the Executive will advise you of the outcome of any enquiry and any remedial action taken. In some instances, particularly those involving child safety, it may be necessary to refer the matter to an external authority, for example the police. If this is the case both the complainant and the person against whom the complaint has been made will be notified of this, unless the JCB is prohibited from doing so by law or at the direction of the external authority.

Protecting the Whistle-Blower

Any person approaching the JCB with genuine concerns will not be disadvantaged or discriminated against in any way because of the disclosure. However, the JCB will take a serious view and act accordingly, including taking disciplinary action against appropriate parties, should it be found that the allegations have been intentionally portrayed as untrue or have been raised maliciously. Individuals are therefore encouraged to put their name to any disclosure. Allegations raised

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anonymously may be investigated depending on the seriousness of the issues raised, the credibility of the concern, and the likelihood of confirming the allegation from attributable sources.

Where possible confidentiality will be maintained, although it must be stressed that in serious cases of fraud and in cases of child protection it will be not always be possible to maintain strict confidentiality if the concerns reach the investigation stage.

Additional assistance/external processes

External support is available via Public Concern at Work on 020 7404 6609 or whistle@pcaw.co.uk