



Whistleblowing Policy

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Policy Review Frequency:	Annually	Next Review Date:	January 2026
Approving Board:	Trustees	Published on Website:	Yes



Purpose:

This policy aims to encourage and facilitate the reporting of any suspected wrongdoing at Rehmat Educational Foundation. It ensures that concerns are raised in confidence and without risk of reprisal.

Scope:

This policy applies to all employees, volunteers, trustees, contractors, and any other stakeholders of Rehmat Educational Foundation.

Definition of Whistleblowing:

Whistleblowing refers to the act of reporting suspected illegal or unethical behaviour, such as:

- Financial mismanagement or fraud
- Bribery or corruption
- Endangerment of health and safety
- Abusing authority or power
- Any other activity that is unethical or in violation of legal or ethical standards

Reporting Concerns:

- **Confidential Reporting:** In the first instance, you should raise any concerns you have with your manager. If you believe your manager to be involved, or if, for any reason, you do not wish to approach your manager, then you should raise it with a more senior person at Rehmat Educational Foundation. If you are dissatisfied with this response, you should raise your concerns in writing directly to the chair of trustees.
- **Anonymous Reporting:** Reports can be made anonymously, although it may limit the scope of the investigation.

Protection for Whistleblowers:

Rehmat Educational Foundation is committed to protecting whistleblowers from:

- Dismissal or demotion
- Discrimination, harassment, or bullying
- Any form of retaliation



Investigation Process:

Any matter raised under this policy will be investigated promptly and confidentially. The investigation's outcome, along with any necessary remedial actions, will be reported to the whistleblower while respecting confidentiality. If no action is taken, the reason will be explained.

Allegations of potential policy breaches will be treated confidentially and investigated thoroughly.

Unfounded Allegations:

If an investigation reveals that allegations were made maliciously or recklessly, disciplinary actions may be considered against the individual who made the allegations.

Monitoring and Review:

This policy will be reviewed annually and updated as necessary to ensure compliance with legal obligations and effectiveness in practice.

Escalating your concern for External Reporting:

If, after escalating your concerns, you believe that the appropriate remedial action has not been taken, you should then report the matter to the proper authority. These authorities include:

- HM Revenue & Customs
- the Financial Conduct Authority
- the Health and Safety Executive
- the Information Commissioner

This list is not intended to be exhaustive, and you must take care to ensure you contact the proper authority in relation to the particular concerns you have.

You should not disclose to a non-relevant third party any details of any concern raised in accordance with this policy, and you must not, in any circumstances, publicise your concerns in any way.

Independent advice:

If you're unsure about the appropriate authority, you can seek advice from Protect, an independent whistleblowing charity, which also provides independent advice and support.

Email: address.whistle@protect-advice.org.uk

Tel. 0203 117 2520

Website: www.protect-advice.org.uk