



WHISTLEBLOWING POLICY

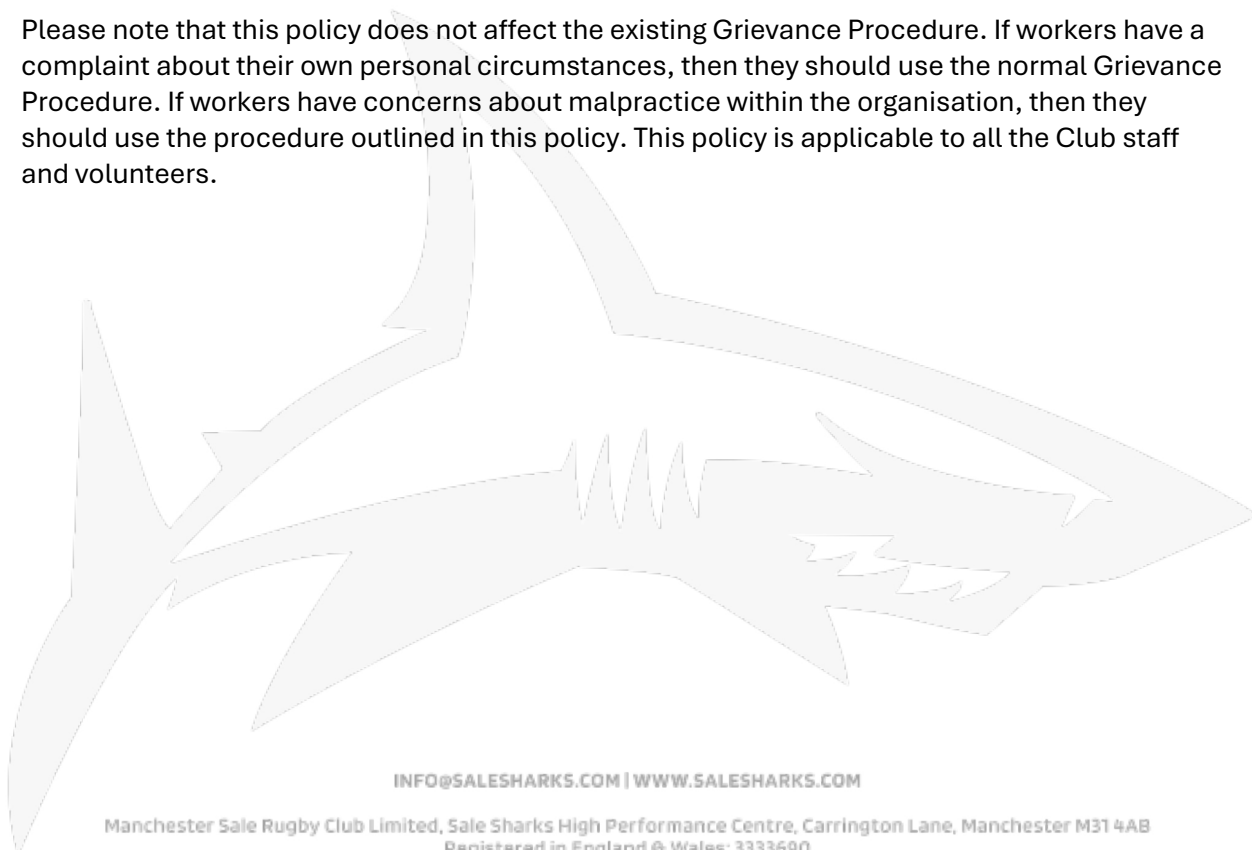
All organisations face the risk of things going wrong, or of unknowingly harbouring malpractice which involves other workers and/or service provision, which may have an impact or threaten the wider public interest. The Club believes it has a duty to identify such situations and take the appropriate measures to remedy the situation. By encouraging a culture of openness within our organisation, the Club believes it can help prevent malpractice - prevention is better than cure. That is one of the aims of this policy.

Workers have a right and duty to raise matters of concern they may have about the services being offered by the Club or serious malpractice associated with them. Workers may be worried that by reporting such issues they will be opening themselves up to victimisation or detriment or risking their job security. However, all staff are protected by law if they raise concerns in the right way. Provided they are acting in good faith, it does not matter if they are mistaken.

By knowing about malpractice at an early stage the Club stands a good chance of taking the necessary steps to safeguard the interests of all staff and protect the organisation. In short, please, do not hesitate to “blow the whistle” on malpractice.

If there is any concern about the possibility of malpractice, it should, in the first instance, be raised with the Manager, or, if it is believed to involve the Manager, then to another member of the Senior Management Team, or the Chief Executive. This is designed to ensure workers raise concerns properly and to ensure that mechanisms exist in the Club whereby issues raised by workers will be addressed quickly and effectively. It is legitimate to raise issues with appropriate authorities outside the Club if an issue is not addressed by the Club, or it is reasonably felt that raising it internally may lead to evidence of malpractice being concealed.

Please note that this policy does not affect the existing Grievance Procedure. If workers have a complaint about their own personal circumstances, then they should use the normal Grievance Procedure. If workers have concerns about malpractice within the organisation, then they should use the procedure outlined in this policy. This policy is applicable to all the Club staff and volunteers.



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