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# Whistleblowing Policy

## *For the All England Taekwon-Do Association*

### 1. Introduction

The All England Taekwon-Do Association (AETA) is committed to maintaining high standards of ethical conduct, transparency, and accountability. We encourage all members, including instructors, staff, volunteers, and participants, to report any concerns about wrongdoing within the club.

### 2. **Purpose** - The purpose of this policy is to: -

- Provide a confidential and secure channel for reporting concerns.
- Protect whistleblowers from retaliation or victimisation.
- Ensure that reported concerns are promptly and thoroughly investigated.
- Address any wrongdoing within the club.

### 3. **Reporting procedure**

- Individuals who wish to report a concern can do so by contacting [secretarygeneral@aeta.uk](mailto:secretarygeneral@aeta.uk), who will handle whistleblowing reports.
- Reports can be made verbally or in writing, and anonymity will be maintained to the extent allowed by law.

### 4. **Types of Concern** - Concerns that can be reported under this policy include, but are not limited to:

- Fraud
- Financial misconduct
- Health and safety violations
- Discrimination or harassment
- Unethical behaviour
- Violations of club policies

### 5. **Confidentiality** – The All England Taekwon-Do Association (AETA) will treat all whistleblowing reports with the utmost confidentiality. The identity of the whistleblower will not be disclosed unless required by law.



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6. **Protection from Retaliation** - The All England Taekwon-Do Association (AETA) strictly prohibits any form of retaliation or victimisation against individuals who report concerns in good faith. Anyone found engaging in retaliation will be subject to disciplinary action.
  7. **Investigation Process**
    - Whistleblowing reports will be promptly and thoroughly investigated by the [secretarygeneral@aeta.uk](mailto:secretarygeneral@aeta.uk)
    - The investigation will be impartial, objective, and fair to all parties involved.
  8. **Reporting Outcome** - The outcome of the investigation will be communicated to the whistleblower, to the extent possible while maintaining confidentiality and adhering to legal requirements.
  9. **Reviews and Updates** - This Whistleblowing policy will be reviewed regularly and updated as necessary to ensure its effectiveness and alignment with the club's values of inclusion and diversity.

*By implementing this whistleblowing policy, The All England Taekwon-Do Association (AETA) is dedicated to promoting a culture of integrity, transparency, and accountability while protecting individuals who come forward to report concerns in the best interests of the club and its members.*

Concerns can be raised and reported at [safeguarding@aeta.uk](mailto:safeguarding@aeta.uk)

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