

THE BRITISH JUDO COUNCIL

POLICY ON PROTECTION OF COMPLAINANTS AND WHISTLEBLOWERS

1. The effectiveness of our child protection and vulnerable adult protection policies depends on those who make complaints feeling as safe as possible to do so.
2. Further, the efficient and fair management of the BJC and its affairs requires the organisation to provide as safe an environment as possible for those who wish to make complaint or report **any** potentially unacceptable conduct by others in the BJC.
3. The BJC's complaints procedure sets out the basis upon which formal complaints are handled. Fairness to the subject of the complaint ("the subject") is a vital feature of that process and this will normally require that both the nature of the complaint and identity of any complainant be identified.
4. The BJC recognises, however, that there are situations where a complainant or somebody identifying unacceptable behaviour or conduct by another (referred to hereafter as a "Whistleblower") is concerned that his or her identity (or the fact that he or she has made the report) should not become known or is unsure about whether to proceed with the complaint/report.
5. Care must, of course, be taken to protect individuals from malicious or frivolous complaints or reports where the complainant or whistleblower seeks to hide behind a cloak of anonymity; however, that risk is outweighed by the need to protect genuine individuals with genuine concerns.
6. For that reason, those handling complaints or reports on behalf of the BJC will, in every case, discuss with the complainant or whistleblower the extent of any concerns which that person has about their identity being disclosed to the subject. That discussion will explain the need for a fair process and the fact that the subject may be entitled to question the complainant or comment on their complaint. Care will be taken to ensure that no pressure is placed on any complainant or whistleblower either to continue or desist in their complaint/report.
7. No formal action on the complaint will be taken without this discussion taking place and a decision being made by the complainant or whistleblower about whether they wish to formalise their complaint or be identified as the whistleblower. The complainant or whistleblower should be given all reasonable time to think about their position. A confidential note of all conversations will be kept by the BJC.
8. In some situations, it will be possible to proceed with a complaint or report without the identity of the complainant or whistleblower being identified (for example where there is a report of an incident which was seen by many people or which has been captured on video).
9. In very serious cases, it may be that the complaint must proceed but the identity of the complainant or whistleblower will **have** to be protected. In those rare circumstances, great care must be taken to ensure that there is no genuine prejudice to the subject's position.

Further, those conducting the procedure must be vigilant to ensure that the identity of the complainant or whistleblower is not identified directly or indirectly (e.g. by disclosing information or making comment from which the identity of the complainant or whistleblower can be deduced or inferred).

10. Nothing in this policy shall prevent any matter which must be reported to the police or social services from being so reported.
11. All discussions with complainants or whistleblowers on this subject should be conducted by one of the BJC's appointed Child Protection Officers or an individual specifically chosen by them.
12. This policy is to read in conjunction with the BJC Bye-Laws and will be attached as an annexe to that document.