

Whistleblowing policy and procedure

- 1 If you consider a child or vulnerable adult *may* be at risk of harm you should contact the person to whom you are responsible or the Diocesan Safeguarding Officers (Becca Faal, Brett Riches) either in office hours or through the out of hours safeguarding phone.
 - Office: 01452 410022
 - Mobile out of office: 07944 680320
- 2 In an emergency, if you consider a child or vulnerable adult is at risk of *immediate* harm call the police on 999 or [Adult](#) or [Children's](#) Services. You should also contact the Diocesan Safeguarding Officers within 24 hours to let them know about your referral.
- 3 If you are parish based:
 - contact the Parish Safeguarding Officer / Representative or the Incumbent for the church concerned (details will be on a notice board at the church).
 - if that does not resolve the matter, or you are unable to contact the Parish Safeguarding Officer / Representative, or incumbent, then contact the Diocesan Safeguarding Officers through the details above.
 - if the matter still remains unresolved contact the Police on 101.
 - if you are appointed by your Parochial Church Council (PCC) you should follow your PCC's whistleblowing policy if it has one.
- 4 If you are an employee/appointed to a role by Gloucester Diocesan Board of Finance (GDBF) – from the central offices in Gloucester, you should follow the GDBF's whistleblowing policy which can be found in the employment handbook.
- 5 If you are a person contracted to provide a service for the Gloucester Diocesan Board of Finance (GDBF) for example a consultant for a particular piece of work – in the first instance concerns may be reported to the most appropriate senior manager or to the Diocesan Secretary, or to the Diocesan Head of HR and Safeguarding.

If there is not a satisfactory explanation or reason given, the next stage is to raise the matter with the appropriate organisation/body, e.g. the Police, the Environment Agency, Health and Safety Executive, or Social Services Department.

- 6 If your concern is one of a complaint about proper safeguarding practices not being followed please refer to the Safeguarding Complaints Policy through this link:
<https://www.gloucester.anglican.org/wp-content/uploads/2018/08/Safeguarding-Complaints-Procedure.pdf>
- 7 If your concern is a complaint about an element of diocesan decision making, a member of staff, or other, please refer to the Diocesan Complaints Policy through this link:
<https://www.gloucester.anglican.org/wp-content/uploads/2018/08/Diocesan-Complaints-Policy.pdf>