



# Speak Up Week 2023

## Learning from concerns



## What is Speak Up Week?

Speak Up Week is an event to celebrate the importance of speaking up and to raise awareness about how staff, students and volunteers can raise concerns within the NHS in Scotland. Speak Up Week will take place from the 2-6 October 2023.

## Why should you get involved?

Speak Up Week provides an opportunity for NHS organisations to have open conversations about speaking up. It's a chance to make sure that the arrangements for raising concerns within the workplace are well known and familiar to staff.

## Who should be involved?

Everyone at your organisation can be involved in Speak Up Week, but it is Whistleblowing Champions and Confidential Contacts who have a key role to play. The National Whistleblowing Standards say that Confidential Contacts should work with their Whistleblowing Champion to ensure that staff are aware of the arrangements for raising concerns. Speak Up Week supports both roles with that important work and offers a unique opportunity for engagement. Confidential Contacts and Whistleblowing Champions should work together to think about how to celebrate Speak Up Week locally.

## What are the benefits?

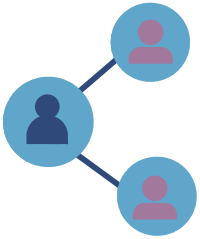
Speak Up Week is a chance to make sure that Confidential Contacts are visible within organisations and to encourage staff to come forward if they have concerns to raise. Similar initiatives run by the National Guardian's Office in England, regularly lead to an increase in the number of people raising concerns in the following months. Far from being a sign of a problematic workplace, a high number of concerns can reflect an open and trusting culture, where an organisation is not afraid to learn from concerns raised by staff and, crucially, values the chance to address risks before they become too significant.

# Tips for organising a successful Speak Up Week



## Work together

The more people involved in planning, the easier it will be. Whistleblowing Champions and Confidential Contacts can start by working together to come up with ideas to celebrate Speak Up Week. Is there anyone else who might be interested in getting involved or that could help with ideas? Is there a whistleblowing group, a Whistleblowing Lead or a set of advocates? What about the staff who respond to concerns? Reach out early to find people who are interested and get the ball rolling.



## Join a network

Join a network and share ideas with colleagues. Whistleblowing Champions and Confidential Contacts can use their existing network groups to share ideas with other health boards. If you are a Confidential Contact and would like to join the Scottish Speak Up network please contact the Chairs Hannah and Caroline at [SpeakUP@nhslothian.scot.nhs.uk](mailto:SpeakUP@nhslothian.scot.nhs.uk).



## Talk to senior management

Speak Up Week will be more successful if you have support and buy-in from your senior management team. Contact them early and see if you can get them involved, be it a message from the Chief Executive or the Board Chair or an event that they host or attend.



## Work with your communications team

Contact your comms team and find out how they can help to get the message out via the staff intranet or newsletters. They may also be able to support any events that you are planning – they might have ideas too! The INWO will be providing poster templates and a logo that can be used and adapted.



## Use the logo and other resources

The INWO have put together a logo for Speak Up Week. You can download it from our website and use it to promote the week – put it on posters, incorporate it into your email footer, use it in a Teams background, tweet it, whatever you decide! We will also be putting additional resources on our website for you to use. Keep an eye out for updates: <https://inwo.spsso.org.uk/speak-week>.



## Be visible

Speak up week is a unique opportunity for confidential contacts and other people involved in the whistleblowing process to engage with staff. Set aside some time during Speak Up Week to meet colleagues.



## Get social

INWO will be using Twitter and LinkedIn throughout Speak Up Week to promote resources, best practice and share stories. Get involved on your own channels by sharing content you see, posting about your own Speak Up Week events. Don't forget to use [#SpeakUpWeek](#) in your social posts and tag [@SPSO\\_Ombudsman](#) on Twitter or [Scottish Public Services Ombudsman](#) on LinkedIn.



## Get creative

It might be a walkaround, a listening event with your senior team, a series of blogs, a podcast, a wordsearch, a coffee morning, pledges from staff, a letter or a message from the senior leadership team, drop in sessions, presentations at meetings, the options are varied and plentiful! Be as creative as you like and don't be afraid to take inspiration from elsewhere.



## Share stories of success

People often find it easier to learn from the stories of others. Think about stories of success, where speaking up has made a difference and share these with colleagues and your organisation.



## Be realistic

Don't try to do more than you can - think about what is manageable. Would it be best to do little things throughout the week, focus your energy on one big event, or something in between? Speak Up Week provides a time to celebrate and raise awareness in whatever way suits your workplace best.



## Share your celebrations

Let the INWO know what you're doing and send us pictures! We'd love to see how Boards are celebrating and we plan to share what has happening on our social media feeds. Email us on [INWO@sps.gov.scot](mailto:INWO@sps.gov.scot).



# 2 - 6 October 2023

