Newbattle Abbey College
Colaiste Abaid a'Bhatail Nuaidh

SAFEGUARDING POLICY

1. Introduction

1.1 This policy and procedure details the processes by which Newbattle Abbey College will safeguard children, young people, and protected adults who may be at risk from harm, abuse, and exploitation.

1.2 The College is committed to creating an environment that encourages and embraces difference and diversity. It also has a commitment to ensuring respect for the rights of children, young people, and adults.

2. Scope

2.1 Newbattle Abbey College has a statutory duty under the Adult Support and Protection (Scotland) Act 2007, the Children (Scotland) Act 2020, and the Children and Young People (Scotland) Act 2014 for the safeguarding and protection of children, young people, and protected adults.

2.2 This policy and procedure are designed to enable Newbattle Abbey College staff to carry out their statutory duties while working with protected groups, children, and young people.

2.3 This policy is underpinned by the following definitions:

- **Children:** Defined by current legislation as those under 18 years of age.
- **Protected Adults:** Defined by current legislation as those over 16 years of age who are:
    - Unable to safeguard their own wellbeing, property, rights, or other interests.
    - At risk of harm.
    - More vulnerable because they are affected by disability, mental disorder, illness, or physical or mental infirmity.

2.4 Protected adults, as defined in this policy, include students, staff, and volunteers.

2.5 Staff working with children, young people, and protected adults will have an understanding of the issues surrounding child protection, their duty under 'Prevent', their 'Corporate Parenting' related responsibilities, and be aware of good practice in relation to working with children, young people, and protected adults.

2.6 This policy deals with abuse, regardless of when it occurred, and therefore includes retrospective disclosure.

2.7 This policy should be read in conjunction with the College's Equality, Diversity, and Inclusion Policy.

3. Responsibility

3.1 The Principal has ultimate responsibility for the safeguarding and protection of children, young people, and protected adults at the College.

3.2 The Director of Operations is responsible for the overall management and review of this policy for staff, and the Depute Principal for students.

3.3 Safeguarding at Newbattle Abbey College is a collective responsibility, and everyone has a 'duty of care' to ensure an appropriate and proportionate response to any safeguarding concerns.

3.4 The members of the safeguarding team include the Principal, Depute Principal, Director of Operations, Curriculum Manager, and Student Wellbeing and Support Lead.

4. Guiding Principles

4.1 The College will ensure that all staff have a clear understanding of their legal and moral obligations to safeguard and protect children, young people, and protected adults at risk from harm, abuse, and exploitation.

4.2 Reasonable steps will be taken to prevent foreseeable harm to children, young people, and protected adults at risk.

4.3 Robust staff recruitment practices and clear reporting lines will be maintained to allow for the raising of concerns. All staff will be disclosure checked through Disclosure Scotland's PVG Scheme.

4.4 The College will promote good communication and ensure that all students and staff are familiar with safeguarding procedures.

4.5 Appropriate professional learning opportunities will be provided for staff to develop knowledge, understanding, and appropriate responses to safeguarding concerns.

4.6 Appropriate risk assessments will be carried out to cover the range of external visitors, speakers, and contractors in college.

4.7 The College will work effectively with key partners and other agencies.

5. Linked Policies

This policy should be understood in conjunction with other College policies and procedures, including:

- Equality, Diversity, and Inclusion Policy
- Fitness to Study Policy
- Student Complaints Procedure
- Dignity and Respect Policy
- Records Retention Policy

6. Review

6.1 This policy and procedure will be reviewed every two years or sooner if changes in legislation or best practice require.

This Policy should be read in conjunction with other relevant College policies, procedures and guidance documents, whether specifically listed above or subsequently published or amended.

The College reserves the right to update, introduce, or revise policies and procedures from time to time.

Compliance with the most current versions of applicable policies and procedures, as published, is expected.

Title:	Safeguarding Policy
Lead Officer:	Depute Principal
Date last reviewed	May 2025
Next Review date:	May 2027
Approved By:	Learning & Teaching Committee/Board of Directors
Date first approved:	May 2008