

## BLISS @ GLENALMOND SCHOOL Protection of Vulnerable Groups (PVG) Policy

BROWNLEE LANGUAGE INTERNATIONAL SUMMER SCHOOL IS ALSO KNOWN AS BLISS.

Health and Social Care Standards:

3.20 I am protected from harm, neglect, abuse, bullying and exploitation by people who have a clear understanding of their responsibilities.

4.19 I benefit from a culture of continuous improvement, with the organisation having robust and transparent quality assurance processes.

4.24 I am confident that people who support and care for me have been appropriately and safely recruited.

Prior to confirming a start date, all individuals fulfilling a vacancy or role must fill in the relevant PVG form, which will be countersigned by an authorised member of the staff, who will then send the form into Disclosure Scotland to be checked. A start date will only be generated after receiving the PVG certificate back and the individual has been confirmed as safe to work on site.

If the application to join the PVG scheme is denied, the candidate will be unable to work with Bliss as per Bliss's stance on Protecting Vulnerable Groups and the Child Protection Policy.

Bliss will, under no circumstances, accept a volunteer or staff member to work on site with the children if they have not got a valid PVG for their Bliss role - This is in accordance with current legislation, Protection of Vulnerable Groups (Scotland) Act (2007) and guidance from the Care Inspectorate, Safer 1 Recruitment through Better Recruitment (2016)

Bliss volunteers and employees must update their PVG every 3 years to ensure an up-to-date record is kept concerning any convictions or otherwise. As Disclosure Scotland will continually check individual's suitability to continue working with children or protected adults, if it is found that new information means someone might have become unsuitable to work with children or protected adults, Disclosure Scotland will make a report to Bliss (through Suzanne Littlejohn Brown).

PVG Records returned to Bliss for all sites shall be kept in a secure storage at Bliss registered company address. Individuals should keep their own records. There should be no PVG records kept on individual sites due to the personal information kept on PVG records.

Protection of Vulnerable Groups (Scotland) Act 2007:

[http://www.legislation.gov.uk/asp/2007/14/pdfs/asp\\_20070014\\_en.pdf](http://www.legislation.gov.uk/asp/2007/14/pdfs/asp_20070014_en.pdf)

Safer recruitment through better recruitment (2016) Care Inspectorate:

<https://hub.careinspectorate.com/media/1608/safer-recruitment-through-better-recruitment.pdf>