

From: Edinburgh College Freedom of Information

Sent: 04 December 2017 16:14

To: [REDACTED]

Subject: RE: FOI Request

Dear [REDACTED]

Our Ref: 067/16/17

As of 1 October 2012, Edinburgh's Telford College, Jewel & Esk College and Stevenson College merged to create a single college called Edinburgh College.

We refer to your request for information dated 06 November 2017. The College has considered your request as a request for information under section 1 of the Freedom of Information (Scotland) Act 2002 ("FOISA"):

067/16/17 (1): Who is responsible for safeguarding at the college, and when were they last trained as a safeguarding coordinator?

Edinburgh College's Student Experience Manager is the college's safeguarding coordinator and last completed mandatory safeguarding Continuing Professional Development (CPD) three years ago. The Student Experience Manager undertook an internal update of their safeguarding training in May 2017.

The college will launch mandatory safeguarding refresher training, for all college staff, on Wednesday 6th December 2017.

In addition, the College has a bSafe group that meets to review safety within the college and safeguarding procedures are reviewed as part of this group.

The main areas covered by bSafe are:

- Overview of bSafe at Edinburgh College;
- Current legislation;
- Corporate parenting;
- Safeguarding – including case studies;
- Dealing with incidents, how to manage, what to look for, actions to take;
- Contingency Planning;
- Where to find the relevant information within the college systems.

The group is made up of:

Head of Estates & IT Services;

Facilities Managers;

H&S Manager;

Representation from EIS, Unison and ESCA.

Edinburgh College is subject to the provisions of the Freedom of Information (Scotland) Act (FOISA) 2002. If you are dissatisfied with this response, you may ask the college to review this decision. To do this, please contact the Head of Corporate Development at the postal address below or e-mail

the Head of Corporate Development at governance@edinburghcollege.ac.uk describing your original request and explaining your grounds for dissatisfaction. (Please include in your review request, your name and home address for correspondence).

You have 40 working days from receipt of this letter to submit a review request to:

Head of Corporate Development
4th Floor
Edinburgh College (Milton Road Campus)
24 Milton Road East
Edinburgh
EH15 2PP

When the review process has been completed and if you are still dissatisfied, you may ask the Scottish Information Commissioner to intervene.

The Commissioner's online appeal service is available from their website:
www.itspublicknowledge.info/Appeal

The online appeal service is available 24/7 and offers you real time help and advice about your appeal.

You must appeal to the Commissioner within six months of receiving the review decision.

You also have the right to appeal to the Court of Session on a point of law following a decision of the Commissioner.

Regards
FOI Team