



# Commonwealth Scholarship Commission in the UK

## COMMONWEALTH SCHOLARSHIP COMMISSION IN THE UNITED KINGDOM

### CSC Safeguarding Policy

The CSC is committed proactively to safeguard and promote the welfare of our beneficiaries, and to protect its staff, Commissioners, beneficiaries and all those with whom the CSC comes into contact. The CSC requires staff, members of the Commission, applicants for and recipients of CSC awards and suppliers to act consistently with its requirements for safeguarding.

#### Risk

The CSC's work does not directly involve children or vulnerable adults. Nevertheless, the CSC is alert to the risks involved in its work, and the danger of those in positions of trust and authority abusing those positions.

#### Service Providers and Partners

The CSC's Secretariat is provided by the Association of Commonwealth Universities (ACU) and overseas services provided by the British Council. The CSC delivers most of its services and programmes through partners, including nominating agencies and UK universities, all of whom sign a Memorandum of Understanding (MOU) with the CSC. The CSC's selection of partners, as reflected in the MOU, recognises the need for high standards of governance, including safeguarding. Safeguarding issues vary between the CSC's services, programmes and partners – further information is available specific to each.

#### Reporting

The CSC expects safeguarding issues to be raised with the service provider or partner in the first instance. All service providers will be made aware of this Policy and are required to be alert and responsive to any safeguarding issues. All safeguarding issues will be reported to the Foreign, Commonwealth and Development Office's (FCDO) Internal Audit Department's Fraud and Safeguarding Investigation team and the Chair of the CSC (or Deputy Chair of the CSC if the Chair is the subject of the concern).

The following procedures are to be used for the reporting of safeguarding concerns:

CSC Commissioners: [FCDO Reporting fraud or corrupt practices](#)

CSC Secretariat staff: Association of Commonwealth Universities [Safeguarding Policy](#)

British Council staff: British Council [Adults at Risk Policy](#)

Where appropriate issues can also be raised directly with [FCDO's Internal Audit Department's Fraud and Safeguarding Investigation team](#).

#### Responding

If appropriate, the CSC would engage professional assistance to deal with any reported incidence. It is unlikely that members of the Commission would have the independence and expertise for an adequate response. CSC would share the results of any investigation with relevant funders, service providers and partners as necessary. In cases involving staff employed by the ACU or the British Council, action may be taken using relevant organisations' procedures, in consultation with their Human Resources departments.

## **Recruiting**

The CSC requires its service providers to always seek references before employing staff and to ensure DBS checks are obtained where appropriate. Commissioners are appointed by the Secretary of State for International Development in line with the Public Appointments Commissioner's Code of Practice.