



BRITISH SCHOOL AT ATHENS
ΒΡΕΤΑΝΙΚΗ ΣΧΟΛΗ ΑΘΗΝΩΝ

BRITISH SCHOOL AT ATHENS SAFEGUARDING POLICY

MARCH 2024

Introduction

The British School at Athens (BSA) is an institute for advanced research and a registered UK charity (no.208673). The BSA's world class library, archive, archaeological science laboratory, hostel and offices are found in Athens while the Knossos Research Centre has a small hostel, library and the exceptional resource that is the Stratigraphical Museum.

The BSA promotes critical research through collaboration with Greek and international colleagues, the award of Fellowships and Scholarships (for Greek and UK scholars), provision of research facilities (library, archives and lab) and support (with permits and advice).

The BSA has a busy schedule of academic and related events in Athens, Knossos and London throughout the year as well as a wide-ranging series of publications including the BSA Annual, Archaeological Reports, Archaeology in Greece, BSA Supplementary volumes and partnerships with Routledge and Cambridge University Press for major research publications.

Policy Statement:

The British School at Athens is committed to creating and maintaining a safe and secure environment for all individuals associated with our institution, including staff, volunteers, clients, and visitors. This Safeguarding Policy outlines our commitment to preventing and responding to incidents of harm, abuse, or neglect.

This policy applies to anyone working on behalf of the British School at Athens including senior managers, paid staff, volunteers, interns sessional workers, agency staff and students.

Legal Framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in the UK. A summary of key legislation and guidance is available from nspcc.org.uk/childprotection.

This policy statement should be read alongside our organizational policies, procedures, guidance and other related policies.

- Grievance
- Harassment and Bullying
- Whistleblowing
- Health & Safety

1. Commitment to Safeguarding

- The British School at Athens is dedicated to promoting the well-being and protection of all individuals involved in our activities.

- We acknowledge the rights of every individual to be treated with dignity and respect, free from harm, abuse, or neglect.

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2. Definitions:

- Safeguarding: The process of protecting individuals from harm, abuse, or neglect and promoting their well-being.
- Harm: Physical, emotional, or psychological injury or damage.
- Abuse: Any form of mistreatment, including physical, verbal, emotional, sexual, or financial abuse.
- Neglect: Failure to provide necessary care, support, or attention.

3. Roles and Responsibilities

- All staff and volunteers are responsible for safeguarding and promoting the welfare of individuals.
- The **Assistant Director** is the designated **Safeguarding Officer**. The Assistant Director is responsible for overseeing safeguarding issues and concerns.

4. Prevention:

- Implement measures to prevent harm, abuse, or neglect.
- Conduct background checks for staff and volunteers.
- Maintain appropriate supervision and monitoring of activities.

5. Reporting Procedures:

- Encourage open communication and the reporting of concerns regarding safeguarding.
- Establish clear procedures for reporting concerns to the Safeguarding Officer.
- Ensure confidentiality is maintained throughout the reporting process.

6. Responding to Concerns:

- Investigate all reported concerns promptly and thoroughly.
- Take appropriate action, including involving relevant authorities if necessary.
- Provide support and assistance to individuals affected by safeguarding concerns.

7. Record Keeping:

- Maintain accurate and confidential records of safeguarding concerns and actions taken.
- Ensure compliance with data protection laws when handling sensitive information.

8. Review and Evaluation:

- Regularly review and update this Safeguarding Policy to ensure its effectiveness.
- Seek feedback from staff, volunteers, and relevant stakeholders to improve safeguarding practices.

Conclusion:

The British School at Athens is committed to upholding the highest standards of safeguarding. By implementing and continually reviewing this policy, we aim to create an environment where individuals feel safe, respected, and supported.

**Review Date: March 2025