

New Monkland Primary School



Getting it Right for Every Child

PVG Policy



*Written: January 2026
Review Date: January 2027*

PVG Policy for Staff, Volunteers, and Parents/Carers

Applies to everyone involved in activities where children under 18 are present.

Volunteering in our school

We love welcoming parents, carers, and community members into our School! Volunteering is a wonderful way to share your skills, support children's learning, and be part of our vibrant New Monkland Primary family. Whether you're helping with activities, supporting on trips, or just lending a hand, your time makes a big difference.

To keep everyone safe, some roles require PVG membership under Scottish Law effective from 1st July 2025. Don't worry—we'll guide you through the process if needed. Even if you can only help occasionally, your involvement is valued and appreciated. Together, we can create a nurturing, fun, and safe environment for every child to thrive!

Purpose of this Policy

This policy ensures that everyone working or volunteering in our school, especially those in roles involving contact with children, is appropriately vetted through Disclosure Scotland's Protecting Vulnerable Groups (PVG) Scheme, in line with legal requirements. Safeguarding is our top priority, and PVG checks help us keep children safe while encouraging family and community involvement.

Legal Framework

This policy follows the Disclosure (Scotland) Act 2020, which makes it a criminal offence, from 1st July 2025, to:

- Perform a regulated role with children without PVG scheme membership.
- Offer someone a regulated role if they are not a PVG scheme member.

Who Needs PVG Membership?

Role	PVG Required?
All staff	Yes – includes teachers, Learning Assistants, support staff, supply staff, students, Clerical, janitorial staff
Parents or volunteers in a regulated role	Yes – if supervising, caring for, teaching, or responsible for children who are not their own

When PVG is not required

Parents do not need PVG membership if:

- Attending nursery with only their own child (e.g., Stay & Play sessions, open days)
- Attending family events (discos, workshops, parties) where contact with other children is incidental and staff retain responsibility
- Helping with event setup, refreshments, or admin tasks without direct care or supervision of children

Our Responsibilities

- Ensure all staff and regular volunteers are PVG-checked before starting.

- Keep a secure, up-to-date PVG register.
- Review volunteer roles regularly to determine PVG needs.
- Inform parents about PVG rules before events or outings.
- Never allow non-PVG individuals to supervise or be alone with children other than their own.

How to Apply for PVG

1. Express interest in helping regularly or in a supervisory role.
2. Senior Management will confirm if PVG is required.
3. Complete PVG application through the school or Volunteer Scotland (if unpaid).
4. Await PVG clearance before starting the role.

Failure to Comply

From 1 July 2025, it is a criminal offence to:

- Work or volunteer in a regulated role without PVG membership.
- Assign or permit someone to take on such a role without PVG.

Contacts for Questions

- Head Teacher: *Mrs Mary Reid* and her absence *Mrs Nichola Polatajko/Miss Siobhan McCormick*
- Disclosure Scotland: www.mygov.scot/pvg-scheme
- Volunteer Scotland: www.volunteerscotland.net

UNCRC Links

- **Article 3:** All adults should do what is best for you. When adults make decisions, they should think about how their decisions will affect children.
- **Article 19** - Children have the right to be protected from all forms of harm, abuse, and neglect.