

Our Ref: 024/23

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 28 June 2023. The College has considered your request as a request for information under section 1 of the Freedom of Information (Scotland) Act 2002 ("FOISA").

024/23 (1): Please can you advise how your establishment process DBS applications where applicable – N/A Please note that the DBS system does not apply in Scotland.

Under our duty to provide advice and assistance, we can confirm that the College uses the national online system for Scotland to process applications for the Protecting Vulnerable Groups (PVG) scheme.

Please refer to the mygov.scot website for further information on the PVG scheme:
<https://www.mygov.scot/pvg-scheme>

024/23 (2): Is this paper or do you use a particular 3rd party provider – N/A

024/23 (3): Can you advise how many applications per year do you process? – N/A

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 Director of Communications, Policy and Research at the postal address below or e-mail the Director of Communications, Policy and Research at governance@edinburghcollege.ac.uk describing your original request and explaining your grounds for dissatisfaction. (Please include in your review request, your name and address (email or postal) for correspondence).

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

Director of Communications, Policy and Research
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.

You can make an appeal to the Commissioner by email or post.

To appeal by email, send your application form or email to mail to:
enquiries@itspublicknowledge.info

To appeal by post, send your application form or letter to:

Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
KY16 9DS

Full details on how to make an appeal to the Commissioner are available from their website:
<http://www.itspublicknowledge.info/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