



Safeguarding and Ethics Policy for Donor Funded Student Bursaries

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1. Purpose

This policy sets out ArtsEd's approach to managing donor-funded bursaries in an ethical and responsible way. It ensures that students and pupils benefit from philanthropic generosity while safeguarding their wellbeing, dignity, and independence.

2. Guiding Principles

This policy is based on the following set of principles:

- **Transparency:** Donor support is managed openly and consistently with the institution's values.
- **Integrity:** Donors will have no role in academic or personal decisions affecting students.
- **Safeguarding First:** The welfare of students takes precedence over donor preferences.
- **Respect:** Students are entitled to privacy, dignity, and equality of opportunity.

3. Safeguarding Standards

This policy is created to maintain the following set of safeguarding standards, in application to donations related to bursaries:

- **Safe Engagement:** All donor–student interaction will take place in supervised, institutionally approved settings.
- **Confidentiality:** Student data, including contact information, will remain confidential.
- **Raising Concerns:** Students and staff can report any concerns about donor behaviour via existing safeguarding procedures.
- **Special Safeguards:** For under-18s or vulnerable adults, statutory safeguarding rules apply.

4. Donor Involvement and Boundaries

ArtsEd is committed to supporting donor’s interactions with the institution, whilst ensuring professionally effective boundaries. ArtsEd will do this in the following ways:

- **Selection of Recipients:** The institution alone determines bursary awards, based on published criteria. Donors will not select or approve individual students. Donors will be informed of who has been awarded the relevant bursary.
- **Contact with Students:** Donors will not receive student contact details. Where appropriate, recipients may send thank-you notes or testimonials via institutional staff, however students are not obliged to demonstrate appreciation.
- **Events:** Donors may be invited to institutionally hosted events (e.g. gala performances; a Scholars’ Evening) that celebrate bursary recipients and student achievements. Such events will be organised and supervised by staff, with clear safeguarding protocols.
- **Recognition:** Donors may be acknowledged (e.g. in publications or through the naming of bursaries) as agreed with the institution.

5. Information Sharing and Reporting

ArtsEd is committed to the robust and transparent reporting on the impact of bursaries on recipients whilst maintaining student confidentiality. ArtsEd will do this in the following ways:

- **Reasonable Updates:** The institution will provide reasonably requested updates to donors, such as annual reports for trusts or general progress updates, where appropriate.
- **Limitations:** Information shared will not include personal or identifying data relating to students unless explicit consent has been obtained.

- **Compliance:** No data or details will be shared that contravene legal, regulatory, or statutory requirements, including data protection legislation and safeguarding obligations.
- **Institutional Discretion:** The format, content, and frequency of updates will be determined by the institution to balance donor stewardship with safeguarding responsibilities.

6. Donor Code of Conduct

All donors are expected to:

- Act in the best interests of ArtsEd.
- Respect institutional policy, processes and boundaries.
- Support students without expectation of influence, services, or personal benefit.
- Abide by institutional safeguarding and equality policies.
- Conduct themselves with integrity and professionalism when engaging with students or staff.

7. Institutional Responsibilities

ArtsEd will:

- Provide staff training on donor relations and safeguarding.
- Communicate clearly to students the nature of donor support and their rights.
- Ensure all bursary schemes are monitored and reviewed annually.
- Provide appropriate donor updates while protecting student confidentiality.
- End donor agreements if conduct or expectations are not in line with with safeguarding or ethical standards.
- In relation to Day School and Sixth Form students receiving bursary funding provided by an external donor, safeguarding measures will be implemented to ensure that professional boundaries are consistently maintained and that all practices fully align with the statutory guidance outlined in *Keeping Children Safe in Education* (KCSiE 2025) to protect the welfare and dignity of all students throughout the bursary allocation and engagement process.

8. Review and Accountability

This policy will be reviewed every two years by the Safeguarding Committee. Breaches may result in suspension of donor arrangements. Students and staff will be encouraged to provide feedback anonymously.

9. Associated Policies and Procedures

This policy should be read in conjunction with the following institutional policies and procedures, which together ensure a consistent approach to safeguarding, welfare, and ethical governance:

- [Institutional Safeguarding Policy](#)

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