

**SELF-DECLARATION**

**REGULATED WORK WITH CHILDREN**

It is the policy of Cricket Scotland that anyone applying to do regulated work with children is required to complete a self-declaration form as part of the recruitment process.

Please note that any information given in this form will be managed according to the Cricket Scotland Data Protection Policy and the Secure Handling, Use, Storage and Retention of Disclosure Information Policy.

**Fair Processing Notice**

The Data Protection Act 1998 requires that you are informed about how your personal information will be used. For the purposes of child wellbeing/protection matters, the Club/Organisation may share information about you with Cricket Scotland where it has been alerted to circumstances that might affect your status as a member of the PVG Scheme for regulated work with children or your suitability to carry out the regulated work role for which you have applied/been appointed or are already doing. In the event such sharing is deemed necessary, it will normally only be carried out between the designated Child Wellbeing and Protection Officers of your Club/Organisation and Cricket Scotland, together with the Cricket Scotland PVG Administrator.

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| **Forename(s):** |  | **Home Tel. No.** |  |
| **Surname:** |  | **Mobile Tel. No.** |  |
| **Address:** |  | **Email Address:** |  |
| **Post Code:** |  | **Date of Birth:** |  |

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| --- | --- | --- | --- | --- |
| **Name of Club/Organisation:** |  | | | |
| **Position within Club/Organisation applied for: (Tick Box)** | | | | |
| **Coach** | |  | **Child Protection Officer** |  |
| **Assistant Coach** | |  | **Parent Helper** |  |
| **Team Manager/Organiser** | |  | **Physiotherapist** |  |

Cricket Scotland is committed to the protection of children. It is a legal requirement to ensure that an individual (paid or unpaid) who is on the Children’s List and therefore barred from working with children, is not employed. As part of the self-declaration process, you may wish to provide details of criminal convictions you have but are under no obligation to do so.

Please Note: Disclosures should only refer to unspent convictions and any spent convictions for crimes and offences included in Schedule 1A (Offences Which Must Always Be Disclosed) of the Rehabilitation of Offenders Act (Exclusions and Exceptions) Scotland) Amendment Order 2015.

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| **Have you ever been disciplined because of inappropriate behaviour towards a child? (Tick box) Yes** |  | **No** |  |
| **If yes, please provide details** | | | |

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| **Are you currently a member of the PVG Scheme? (Tick box) Yes** |  | **No** |  |

**Declaration**

* I understand that it is an offence to seek or agree to carry out any regulated work (paid or unpaid) with children whilst barred or considered for listing through the Protection of Vulnerable Groups Act 2007.
* I confirm that I am not barred or being considered for listing.
* I agree to request a Scheme Record/Scheme Record Update (as appropriate under the PVG Act).
* I agree to inform my Club/Organisation Child Wellbeing and Protection Officer if I am convicted of an offence whilst a member of staff/volunteer with the Club/Organisation. I understand that failure to do may lead to the immediate suspension of my work (paid or unpaid) for the Club/Organisation and/or termination of my services.
* I agree to abide by the Club/Cricket Scotland Child Wellbeing and Protection Policy.
* I agree to the terms of information sharing as detailed within the above Fair Processing Notice
* I confirm that the information contained in this form is true and correct to the best of my knowledge. I realise that the provision of false information may lead to immediate suspension and/or termination of my services.

**Signed: Date:**

Please read this form in conjunction with the accompanying PVG Scheme Q&A Guidance Notes.

**Return the completed form to your Club/Organisation’s Child Wellbeing and Protection Officer.**