



## INFORMATION SHARING

### THE RELATIONSHIP BETWEEN CLUBS AND CRICKET SCOTLAND

Since the earliest days of Child Protection policies and procedures being introduced to and implemented by Governing Bodies of Sport, including Cricket Scotland and affiliated clubs, there has been a level of uncertainty, confusion and anxiety around the handling and sharing of Disclosure information. The uncertainty centered on the fact that it is illegal to share Disclosure information with a third party, and the need for confidentiality to be respected and protected, yet CPOs at Cricket Scotland and clubs needed support.

We are now in a position to address this circumstance in a way which will make the recruitment, selection and Disclosure checking process clearer, more effective and fairer to everyone involved. It will also help ensure more thorough and objective management of any complaints and/or concerns of a child wellbeing/protection nature which might arise. This will include the referral to ministers procedure should it be necessary.

Cricket Scotland acknowledges the support, co-operation and expertise of Volunteer Scotland Disclosure Services, (formerly CRBS), the Information Commissioner's Office and Children 1<sup>st</sup> Safeguarding in Sport, in reaching this point.

The solution is straightforward and lies within the Data Protection Policy processes of Cricket Scotland and each Club.

Our focus has been on information sharing as it relates to individuals in regulated work roles. This has been achieved by adding an appropriately worded FAIR PROCESSING NOTICE within the Self Declaration Form, every person who is/becomes a member and/or employee (paid or unpaid) of Cricket Scotland and affiliated clubs could, if the criteria are met, have their information shared between the recognised persons in Cricket Scotland and the appropriate club.

It will be everyone's responsibility to ensure that the FPN process operates within the letter and spirit of the Law, but it does mean that designated and trained persons will, when the criteria are met, be able to discuss cases and circumstances directly which will assist towards fairer and more objective decisions being taken.

### FAIR PROCESSING NOTICE RE CHILD WELLBEING/PROTECTION

"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 Protection Officers of your

Club/Organisation and Cricket Scotland, together with the Cricket Scotland PVG Administrator”

Points to note:

- It remains an offence to share disclosure information with a third party or for purposes for which it is not intended.
- Confidentiality remains something which must be respected and protected.
- The Disclosure Scotland/VSDS Code of Practice re the holding and storing of Disclosure Information remains in place.
- The efficacy of the FPN is dependent on:
  - The Cricket Scotland being registered with VSDS as an Intermediary Organisation working on behalf of its clubs.
  - A formal relationship between Cricket Scotland and its clubs as Secondary organisations, i.e. Cricket Scotland and VSDS/Disclosure Scotland will have a full list of the named contacts in each club who are trained to receive Disclosure information.
  - those in CPO (or equivalent) positions being appropriately trained
    - VSDS Signatory training
    - Safeguarding and Protecting Children
    - In Safe Hands ( + In Safe Hands 2)
    - Cricket Scotland PVG update presentation