

CRIMINAL RECORD CHECKS

1. Purpose of Document

British Fencing encourages all people who have frequent and regular contact with young people and vulnerable adults to be criminal record checked. The way this is done varies from one home nation to another, but the principles are broadly similar.

In England and Wales, from the 1st December 2012, there have been some changes to the way we undertake check on people working or volunteering in fencing. This has come about as a result of changes to legislation, particularly the Protection of Freedoms Act 2012 which has resulted in a change to the definitions,

Criminal Record Bureau (CRB) Checks have now been replaced by Disclosure and Barring Checks (DBS). Current CRB checks will continue to be valid until they expire and will be replaced by DBS Checks. There have also been changes as to who will need to be checked and at what level.

Checks in Scotland and Northern Ireland will continue to be undertaken by Disclosure Scotland and Access NI.

At British Fencing we believe strongly in the safety of all participants in our sport, and we will continue to undertake checks to reduce risk. In line with the new regulations we have now produced guidance to help people involved in fencing to apply for the right level of check.

Anyone who is working and a "Regulated Activity" must have an enhanced criminal record check including a check against the Barring List. Regulated Activity is defined as someone who is involved in the following:

- Unsupervised teaching, training, instructing
- Caring for or supervising children
- Providing guidance/advice on well-being
- Driving a vehicle only for children
- Happens frequently (once a week or more often)
- Happens intensively (on 4 or more days in a 30-day period, or overnight)
- Work in schools

In general the following roles are likely to require an Enhanced Check including the barred list

- Coaches
- Team Managers
- Leaders
- Child Welfare Officers

Applicants will need to ask for either a "child", "adult" or "child and adult" check dependent on whom they are working with.

There is a second level of check that does not require a check of the barred list. British Fencing requires all

CRIMINAL RECORDS CHECKS

people who are working in a supervised capacity with children on a regular basis, ie once a week or more, or intensively to (4 or more days in a 30 day period or overnight) to undertake an Enhanced Check

This may include:

- Volunteers
- Referees
- Umpires

People under 16 or who have occasional contact with children will not need to be checked. The following flowcharts may help in deciding what type of check is required.

In England and Wales, from summer 2013, there will be the option for people to check a box to allow their DBS to be transferable reducing the need to hold multiple checks. At present there is no more information about this service. We will update this information as soon as more is known.

For more information about eligibility for checks:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/143666/eligibility-guidance.pdf

Criminal record checks should be provided as one part of a safe recruitment process and not the only element of recruitment. It is important, irrespective of any criminal record criteria that clubs follow safe recruitment procedures

The flow charts provide key questions on deciding whether or not an individual should be checked. This is only a guide and some roles may require further consideration as to whether they are eligible for a check. Please contact the Equality and Safeguarding Manager to discuss the matter further – equality@britishfencing.com

CRIMINAL RECORDS CHECKS

