

SELF-DECLARATION FORM

October 2016



THIS IS THE FIRST STEP IN BECOMING A MEMBER OF THE PVG SCHEME – PLEASE NOTE THIS IS NOT THE ACTUAL PVG APPLICATION FORM

Are you already a member of the Protection of Vulnerable Groups (PVG) scheme? PLEASE NOTE THAT THE PVG SCHEME CAME INTO OPERATION IN MARCH 2011 AND IS NOT AN ENHANCED DISCLOSURE This will affect which application form you are given. If you are already a member you will need to know your PVG membership number when completing the application. It is on your existing certificate or you can call Disclosure Scotland 0141427284 to find out.	YES
	NO

FORENAME(S):		GENDER:	MALE	FEMALE
SURNAME:		DATE OF BIRTH:		
ADDRESS:		HOME PHONE:		
		MOBILE PHONE:		
EMAIL ADDRESS:				
NAME OF CLUB/ORGANISATION:	INVERLEITH HOCKEY CLUB			

POSITION WITHIN THE CLUB/ORGANISATION (TICK BOX)	
YOUTH COACH	<input type="checkbox"/>
YOUTH MANAGER	<input type="checkbox"/>
PARENT HELPER	<input type="checkbox"/>
CHILD PROTECTION OFFICER	<input type="checkbox"/>
DEVELOPMENT OFFICER	<input type="checkbox"/>
ASSISTANT DEVELOPMENT OFFICER	<input type="checkbox"/>
PHYSIOTHERAPIST	<input type="checkbox"/>

Have you commenced your position within the clubs?	
Yes <input type="checkbox"/>	Date Commenced:
No <input type="checkbox"/>	Due to Commence:

Within your Club are you a volunteer?	
Volunteer <input type="checkbox"/>	Paid Employee <input type="checkbox"/>
If you are undertaking a paid position it costs £59 to become a PVG scheme member	

Scottish Hockey is committed to the welfare and protection of children and has a duty to ensure the suitability of any individual who works with children. To fulfil this duty we would ask that you complete the following information.

I hereby declare and represent that, except those disclosed below, I have not at any time, either in the UK or abroad, been found guilty or been convicted by a court of any offence concerning children, nor bound over, placed on probation or a deferred sentence, or discharged either conditionally or absolutely in relation to such offences. I also declare that I am not, to my knowledge, or have ever been, subject of an investigation in relation to such offences except those disclosed below.

PLEASE NOTE: Candidates are required to disclose any unspent convictions or cautions and any spent convictions for offences included in Schedule A1, 'OFFENCES WHICH MUST ALWAYS BE DISCLOSED' of the Rehabilitation of Offenders Act (Exclusions and Exceptions) (Scotland) Amendment Order 2105. Candidates are not required to disclose spent convictions for offences included in Schedule B1, 'OFFENCES WHICH ARE TO BE DISCLOSED SUBJECT TO RULES' until such time as they are included in a higher level disclosure issued by Disclosure Scotland. If this relates to you please provide details below.

Date	Offence	Penalty/Disposal

Have you ever had a disciplinary sanction from any other organisation relating to inappropriate behaviour with children/child abuse?	
Yes <input type="checkbox"/>	If yes, please provide details :
No <input type="checkbox"/>	

The Data Protection Act 1998 requires that you are informed about how your personal information will be used. For the purposes of child wellbeing/child protection matters, the club may share information about you with Scottish Hockey and/or National (UK) Governing Body where it has been alerted to circumstances that might affect your status as a member of the PVG scheme for regulated work with children and/or protected adults or your suitability to carry out the regulated work role for which you have applied/been appointed or already doing. In the event such sharing is deemed necessary, it will normally only be carried out between the registered Child Protections Officers in the Club and Scottish Hockey.

hereby give my consent to Scottish Hockey requesting a PVG Scheme Record/Scheme Record Update (as appropriate under the PVG Scotland Act 2007) for the purposes of verifying the replies given in this declaration, including enquiries of any relevant authority. I agree to inform Scottish Hockey (Head of Child Protection) if I am convicted of an offence after completing this form. I understand that failure to do so may lead to the immediate suspension of my work with children and/or the termination of my services. I agree to abide by Scottish Hockey's Code of Conduct and Child Protection Policy, Procedures and Guidelines.

I agree to abide by the conditions above and certify that the information contained in this form is true and correct to the best of my knowledge and I realise that any false information or wilful omissions may lead to the immediate suspension of my work for the organisation and/or the termination of my services.

Signed: _____ Counter Signed if Under 16: _____ Date: _____

IF YOU ARE UNDER 16 PLEASE HAVE YOUR PARENT OR GUARDIAN COUNTERSIGN

PLEASE RETURN THIS FORM TO YOUR CLUB'S CHILD PROTECTION OFFICER WHO WILL ISSUE YOU WITH A PVG APPLICATION FORM

G. Cousins 22 Riccarton Drive, CURRIE, Edinburgh. EH14 5PN