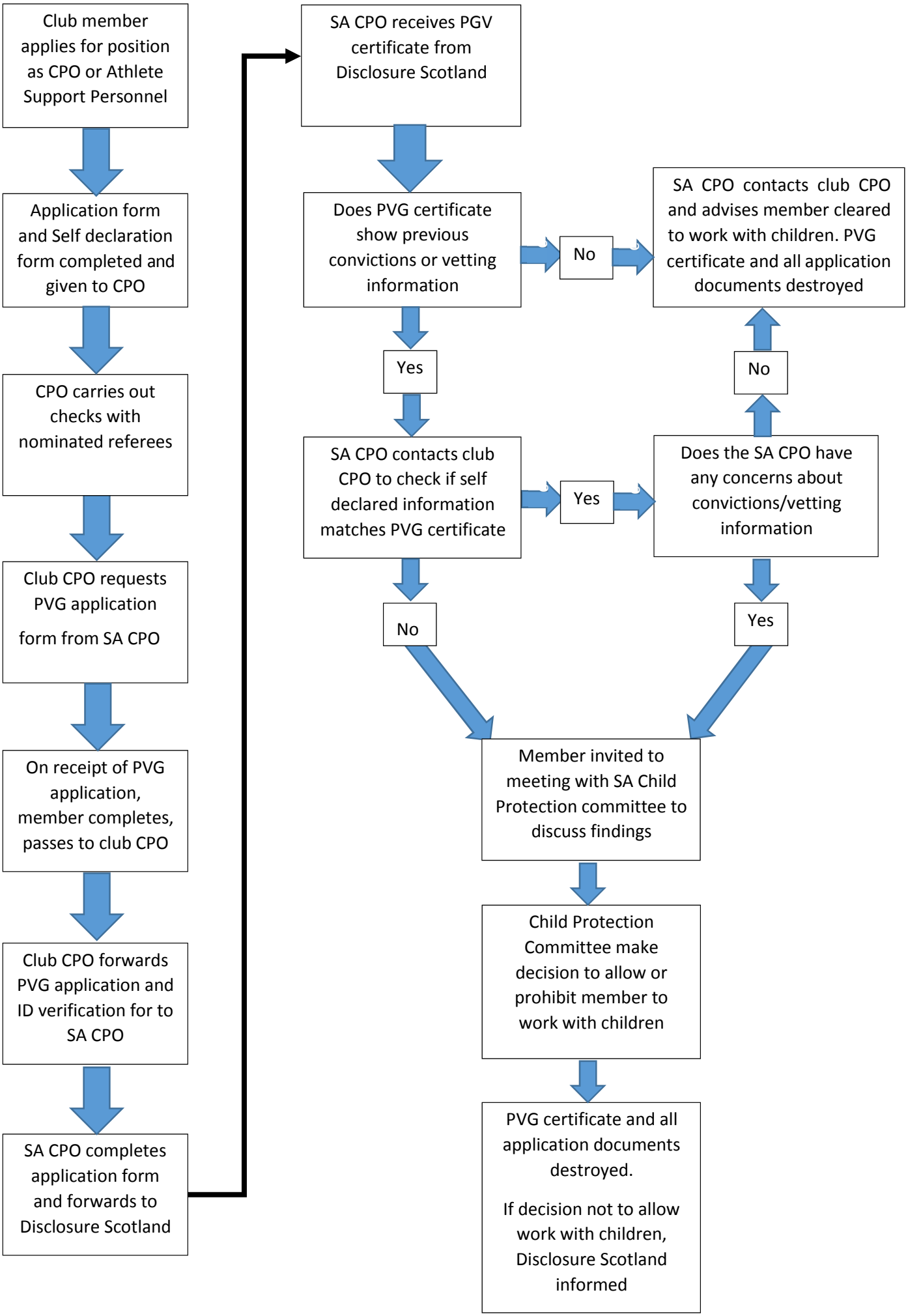
Club member applies for position as CPO or Athlete Support Personnel
Application form and Self declaration form completed and given to CPO
CPO carries out checks with nominated referees
Club CPO requests PVG application form from SA CPO
On receipt of PVG application, member completes, passes to club CPO
Club CPO forwards PVG application and ID verification for to SA CPO
SA CPO completes application form and forwards to Disclosure Scotland
SA CPO receives PGV certificate from Disclosure Scotland
Does PVG certificate show previous convictions or vetting information
No
SA CPO contacts club CPO and advises member cleared to work with children. PVG certificate and all application documents destroyed
Yes
No
SA CPO contacts club CPO to check if self declared information matches PVG certificate
Yes
Does the SA CPO have any concerns about convictions/vetting information
No
Yes
Member invited to meeting with SA Child Protection committee to discuss findings
Child Protection Committee make decision to allow or prohibit member to work with children
PVG certificate and all application documents destroyed.
If decision not to allow work with children, Disclosure Scotland informed