



Hampshire FA – Safeguarding Update 2019-20

To ensure a smooth affiliation process:

- Please renew any coaches/managers CRC's who may be expiring over the coming three – four months, between April and August 2019, CRC's can take up to 90 days to process due to the sheer volume of applications received between those months. By renewing early this will save time and ensure the club is ready to affiliate when the affiliation window is opened and ideally will be completed prior to the 1st June deadline.
- The Football Association requires Criminal Records Checks (CRC) of people over 16 who carry out supervision of Children in Football (Regulated Activity) in an unsupervised capacity as part of Responsible recruitment in Football (Getting the Right People involved). The Law through the Protection of Freedoms Act 2012 has meant changes to the process. The Law describes Regulated Activity and who requires a check. It also allows the FA to see Criminal Histories as well as being fair to ex-offenders. It does however prohibit barred persons from working with Children.

Definition of Regulated Activity;

- Activity which involves Teaching, Training, Instructing, Caring for or Supervising children OR providing guidance/advice on well-being OR driving a vehicle only for Children AND it happens frequently (once a week or more often) OR happens intensively (on 4 or more days in a 30 day period or overnight) AND the individual carrying out the activity of Teaching, Training OR Instructing is Unsupervised.

Who must have an FA CRC with the Disclosure & Barring Service?

- Those personnel over 16 who meet the criteria of Regulated Activity - Coaches, Assistant Coaches, Managers, Physiotherapists, First Aiders, Welfare Officers, Referees who officiate in Youth Football, Designated Club Mini Bus Drivers and Parent Helpers depending on the frequency.

How to get a Check in Youth Football?

- The FA set up CRC 'online' in July 2011. Hampshire County FA was amongst the first to take the opportunity of the reduced online CRC fee (£10) and registered the County with FA Disclosures. To enable Clubs to Register for the online service Hampshire FA Affiliated Club Welfare Officers should contact the FA Disclosures via

FAChecks@gbgplc.com or call 0845 210 8080.

<https://gbg.onlinedisclosures.co.uk/Authentication/Login>

- When an applicant receives a CRC clear of content it will be updated on the WGS system. If an applicant receives a CRC certificate with CONTENT recorded on the Disclosure the FA will write to the Individual asking them to send in the original copy of the CRC Disclosure. If the Disclosure is not received by the FA within 21 days of the date of the Letter the individual will be suspended from working with U18 through being non-compliant with the process. The County FA Designated Safeguarding Officer Ian Binks and the relevant Club Welfare Officer and the Club Secretary will also be notified of the non-compliance suspension.
- Checks that are older than 3 Years from issue require a renewal by the Start of the 2019-20 Season.
- Portability - To use the Service Individuals must;
- Apply for their CRC Online. Subscribe by registering the CRC via <https://www.gov.uk/dbs-update-service> within 14 Days of issue date. Retain the CRC and relevant personal access details. Payment to the FA for the admin fee for porting Checks online £10. Maintain an annual subscription to the DBS Update service and most importantly recognise that portability is only possible in certain circumstances. For those seeking clarifications contact FAChecks@gbgplc.com

What if the information on the Disclosure is incorrect?

- You need to inform the DBS Immediately this is known as a dispute if you wait more than 90 days after the issue of the certificate information cannot be changed. It is very important to inform the DBS if you believe the Disclosure to be incorrect as it affects your ability to have a role in U18 football as a volunteer or in paid employment.
- Please ensure all new committee members have completed their online safeguarding training for commitment members. This can be checked on the WGS, if incomplete it will say 'NO SCM' next to their qualifications. If you need information on how to complete this, please [click here](#). You will then need to scroll down and download the 'Safeguarding for committee member's guidance'.

Whistle-blowing Policy

Please pass the below message to all Committee members, coaches, players and parents within your club.

Whistle-blowing can be used as an early warning system or when it's recognised that appropriate actions have not been taken. It is about revealing and raising concerns over misconduct or malpractice within an organisation or within an independent structure associated with it.

Any adult or young person with concerns about a colleague can also use whistle-blowing by contacting The FA's Safeguarding team via email on Safeguarding@TheFA.com.

Alternatively you can go direct the Police or Children's Social Care and report your concerns there. Or contact the Child Protection in Sport Unit via cpsu@nspcc.org.uk or the NSPCC Helpline via **0808 800 5000** or by emailing help@nspcc.org.uk.

Please remember you are not alone in your role, and if you have any issues or concerns regarding safeguarding, please contact Ian.Binks@HampshireFA.com or Callum.Amos@HampshireFA.com .