**Appointment of junior squad coaches plus vetting process**

All persons who have Significant Access to Children or who hold a Position of Trust with the Children with whom they come unto contact must first be vetted to establish whether they have any criminal convictions or other past behaviour that suggests they are unsuitable to work with Children, or may present a risk to Children. Existing volunteer or employees who change their role must also complete the same vetting process

1. Complete an application form. This will help assess the applicant’s suitability to work with Children, based upon skills and competencies as well as eliciting information about the applicant’s past
2. Provide a self disclosure about any matter that might influence their suitability to work with Children
3. Provide two referees
4. Provide details of previous volunteering experience or relevant employment
5. Provide evidence of their identity (such as driving licence with photo or passport)
6. Complete a Disclosure and Barring Service check at the enhanced level for the specific role

Note – satisfactorily completing this process does not guarantee that an individual is safe to work with Children.

DBS & Barred List check is required for the following roles

* CWO
* Coaches who will be training juniors or children unsupervised
* Junior Co-ordinator
* Trailer drivers who spend time with children at regattas

A DBS check is required for the following only if they have significant access to and direct contact with children.

* Club officials and committee members
* Volunteers & parent helpers
* Bar staff
* Competition organiser
* Umpire / race official
* Club member
* Club employee /steward

Source British Rowing Safeguarding and Protecting Children Policy (Feb 2013)