

## ECB Guidance on Roles in Cricket that Require a Vetting Check

This document replaces Kit Bag item “List of Posts which require Vetting Checks”

In order for cricket to remain safe and welcoming for children, appropriate checks must be made for all roles which involve significant contact with children (see ‘also ‘How to Determine which Roles in Cricket are Regulated Activity’)

### **The ECB Vetting check is a 2-stage process**

Firstly, the applicant must obtain the correct level of check from the ‘Disclosure and Barring Service’ (*on the 1st December 2012, the Criminal Records Bureau, who provided ‘CRB’ disclosures, merged with the Independent Safeguarding Authority to become the Disclosure and Barring Service -the ‘DBS’ – providing ‘DBS certificates.’*) Details on the correct level of check is given later in this guidance.

Secondly, any information present on the certificate is reviewed by the ECB Safeguarding Team for relevancy regarding child safeguarding and the individual’s suitability to work (or volunteer) with children. The existence of previous conviction(s) or caution(s) or other information will not necessarily prevent an individual from taking on the role for which they have applied. The ECB has a policy statement on the recruitment of ex-offenders (See ‘ECB Policy Statement on Recruitment of Ex-offenders’). How we deal with information on the DBS certificate is explained in the ‘ECB Guidelines on Appointing Staff and Volunteers to Work with Children’.

**The individual cannot take on the role connected to a Vetting check unless and until their Vetting check is confirmed by ECB as ‘Completed’.**

The recruiters of staff and volunteers for roles with children are also expected to take up references. (‘ECB Guidelines on Appointing Staff and Volunteers to Work with Children’)

### **Obtaining the correct level of DBS Check.**

There are 2 levels of possible check: Enhanced DBS Check and an Enhanced DBS + Barred List Check.

The level of check required for all roles that previously were required by ECB to have a CRB check is an Enhanced DBS check + Barred List check.

This is because these roles all constitute ‘Regulated Activity’. (See ‘How to determine which roles in Cricket are Regulated Activity’). These are obtained by completing the DBS Application form and requesting the Barred List check.

### **The following roles require an ECB Vetting check:**

- Welfare Officer (all Club, League and County posts)
- Volunteer Co-ordinator
- Coach (whether volunteer or paid, assisting or leading)
- Umpire
- Scorer
- Colts/Juniors managers
- Age Group Managers
- Open Age Team Captains
- Junior Supervisors
- First Aiders / Physiotherapists / Medical Support

## Having the right people in place

For other roles, the document 'How to determine which roles in Cricket are Regulated Activity' will assist clubs in making decisions regarding regulated activity.

### **Roles which are NOT eligible for Vetting checks**

Roles that do not involve significant contact with children are not eligible for DBS checks. This is because they do not meet the eligibility criteria.

- Chairman
- Treasurer
- Secretary (Membership or Fixtures – including Junior Membership secretary)
- Bar manager
- Ground staff
- Administrator

The exceptions to this rule are where people with these roles also, in reality, perform other roles with significant contact with children.

Club Committee roles such as the Chairman, Club and Membership Secretary will only be eligible for a check if that individual has additional roles which meet the eligibility requirements. For example, if the committee member, in addition to their committee role, acts as a nominated chaperone in the home club setting or on away trips, they need vetting for the eligible role of chaperone rather than their committee role.

A junior cricket parent helper who is just at the pitch to hand out equipment and set up training equipment will not fall within the definition of eligibility despite being pitchside and in contact with children. However, if they are acting in a training or supervisory capacity assisting the qualified coaching team, they will be eligible for a check as a junior supervisor.

A photographer taking photographs of children at a club event does not fall within the definition of eligibility.

Similarly, the club officer in charge of administering and managing the club website will not be eligible for a DBS check for that role.

If in doubt about whether an individual should be vetted for their role, contact [safeguarding@ecb.co.uk](mailto:safeguarding@ecb.co.uk)

### **The DBS Online Update Service**

New applicants to DBS can register with the DBS' Online Update service. Applicants can register, online, from the time of submitting their DBS application up until 2 weeks from receipt of the DBS certificate. The ECB strongly encourages applicants to do so.

The ECB will use the online service in the future to renew Checks where individuals have registered for this service. The rationale behind the Update Service is twofold: firstly, it will allow individuals to only apply for the DBS certificate once, so that when their renewal is due, the organisation can simply check online if there have been any changes ( offences, cautions etc) since the certificate was issued.

The ECB plans to renew Vetting checks in this way for individuals who have not changed role (although they may have changed club or County); the details of how this will be enacted will be issued in due course.