

Wargrave & District Snooker Club
Policy on Recruitment of Ex-offenders

Introduction

This document covers the policy relating to the use of the Disclosure and Barring Service (DBS) by Wargrave & District Snooker Club (WDSC). It is based on the standard policy wording provided by www.gov.uk and modified to reflect our specific circumstances and purposes.

The need to perform a DBS check has come about from the decision by WDSC to offer coaching to children. Previously, no checks have been required for members of the club or guests.

WDSC will comply with the code of practice (<https://www.gov.uk/government/publications/dbs-code-of-practice>) and undertakes to treat all applicants for positions fairly.

WDSC undertakes not to discriminate unfairly against any subject of a criminal record check based on a conviction or other information revealed.

Checking Process

Specifically, a DBS check will be performed to assess a member's suitability to assist with coaching sessions for juniors (children) and the relevance of convictions or cautions will be considered only in relation to that role. No such check is performed for eligibility to serve behind the bar.

Any member may be eligible to assist, provided that the DBS check does not reveal a conviction or caution that would raise concerns about suitability (such as for sex offences).

The initial review of the results of the check will be performed by a nominated committee member, and only in case of a result raising concerns will the information be reviewed by full committee.

WDSC ensures that all those in WDSC who are involved in the recruitment process will assess the relevance and circumstances of offences and will seek further guidance where required.

WDSC ensures that an open and measured discussion takes place about any offences or other matter that might be relevant to the position.

WDSC makes every subject of a criminal record check submitted to DBS aware of the existence of the code of practice (<https://www.gov.uk/government/publications/dbs-code-ofpractice>) and makes a copy available on request.

WDSC undertakes to discuss any matter revealed on a DBS certificate with the individual seeking the position before refusing to allow the individual to participate in the coaching of juniors.