

DBS verification

Essex Cricket and the ECB are committed to ensuring that all children who take part in cricket have a safe, positive and enjoyable experience, whatever their level of involvement. The welfare of children who play cricket is paramount, and everyone has a role to play in ensuring they are safe from abuse of any kind.

New applications

The ECB has temporarily suspended access for CWOs and club personnel to initiate a DBS and verify the application. They have brought in temporary measures enabling County Staff only to carry out ID verification. The advice below regarding verification will be changed back to CWO's once the Government and the ECB confirm so.

If you do have anyone who needs a DBS they should email the link below with a request for them to initiate a DBS application.

safeguarding@essexcricket.org.uk

Please write in for 'subject' of your email -- **DBS application**

In the Text complete clearly this information in the same order as below.

- Their full name (as it appears on their passport/driving licence)
- Their salutation (Mr/Mrs/Ms/Miss)
- Their date of birth
- Their email address
- Their club
- Their role (e.g. Coach, CWO, Activator, Umpire etc.)

The applicant will receive a reply from this email address

They will be asked to complete an online application form, including details of their official documents which will be used to verify their application. When they have completed and returned the form, they should email me to confirm that on:

safeguarding@essexcricket.org.uk

Renewal of DBS

If you have received an email to say you need to renew your application please complete all the stages in the email you receive.

Verification

I have allocated three times each week to be in my office and be logged onto the ECB verifying site. Each Tuesday from 2.30 until 3.30 pm, Thursday between 7:00pm and 8.00pm or Friday between 11.00 and 12.00pm. Please do not ring outside those times. It will be appreciated if you would confirm via email when you would like to complete the verification process.

Please ensure that you have beside you all the documents you used to complete you DBS on line form.

I will ask you for some numbers from the documentation you have submitted. Please have them available so you can show me from your screen. Please ensure that you have all the documents beside you used to complete your DBS online form. Please do not photograph or scan the information and send me.

Please ring me on 07717 728725 via Face Time. If you do not have Face Time I will send you a link when requested for a Zoom call. If you have all your documents ready it will only take a minute or two. Please do not email me copies of your documents.

If you work for the NHS /Caring professions/ Teachers, vital worker under this present lockdown situation and you cannot make these times please contact me by email to arrange an alternative time. Otherwise, it will be appreciated if you do not ring outside those times. Please confirm via email when you would like to complete the verification process.

Certificates

Occasionally following the receipt of your DBS certificate you will get a request from the ECB Safeguarding team to post the original copy to them. Please be assured that any information contained will not be divulged to your CWO or myself. Failure to comply with this request will mean that the ECB will suspend you from all and every cricketing activity.

If convictions are revealed through a Vetting Check, only the ECB Child Protection Team will be aware of these unless there is an overriding need to share information with the County Welfare Officer or other external agencies in order to protect children.

Where information is shared, this is done in accordance with the requirements of 'Working Together to Safeguard Children, 2013'. All information is kept confidential and managed within a secure environment, in-line with the requirements of the Data Protection Act and the DBS Code of Practice.

The cost of obtaining a DBS certificate will be met by the ECB for all volunteers involved with cricket.

Overseas Coaches

It is just as important to have a check carried out on overseas coaches. A non-UK vetting form will have to be completed and returned to the ECB along with a copy of the candidate's passport, visa to enter the UK and police check from their home country. The Overseas Vetting form lasts only for the calendar year in which it is issued i.e. a new form will be required every season.

The roles in cricket that require ECB vetting are:

- Welfare Officer (Club, League, County)
- Volunteer Co-ordinator
- Coach (volunteer or paid, assistant or lead)
- Umpire / Scorer
- Colt/ Junior Manager
- Age Group Manager
- Open-Age Team Captain
- Junior Supervisor
- First Aider/ Physiotherapist/ Medical Support

