



## Recruitment Policy

1. Chew Valley Rugby Football Club (CVRFC) should be a safe, friendly and welcoming environment where all staff and volunteers who work with children should be suitable to work with them.
2. The success of the Club depends on individuals who are willing to give their time to support the Club's activities. Whilst it is important that people are welcomed and encouraged to get involved, all reasonable steps will be taken to prevent anyone who may pose a threat to children from working with them.
3. The following steps will therefore be taken in relation to any new volunteers or staff who join CVRFC ("New Joiners"), whether as coaches or otherwise, and who may work with children while they are at CVRFC.
  - a. All New Joiners will meet the chairman of the junior committee for an initial discussion. The chairman of the junior committee will make a record of this meeting.
  - b. If a New Joiner is unknown to anyone at the Club, consideration will be given to seeking a verbal or written reference. If any aspect of the reference raises concerns, the Club Safeguarding Officer will inform the Constituent Body safeguarding team so that a full and objective risk assessment can be undertaken.
  - c. Volunteers who are in Regulated Activity (see RFU Regulation 21) with children will be required to complete a Disclosure and Barring Service (DBS) application. Until such time as a DBS application has been completed and the individual has been "passed", the individual may only act under the direct supervision of another person who already has a full DBS check. For example, until a new coach has had a DBS check, they can only assist with coaching under the supervision of another coach who has had a full DBS check.
  - d. If after a DBS check has been completed and a volunteer has been cleared, there is any subsequent incident which calls into question the individual's suitability to work with children, the Club Safeguarding Officer will seek advice from the Constituent Body Safeguarding Team.