

Good Practice Guides: Building Foundations

No. 11 – Volunteers and Disclosure

Key Points

This guide has been designed to give you the most basic foundation in how Criminal Record Disclosures impact on you and your volunteers. Disclosures are a complex area and have recently changed following the introduction of the Protection of Vulnerable Groups Scheme. If you need more specific or in depth information you should contact Central Registered Body for Scotland (CRBS) for further advice www.crbs.org.uk

Any volunteer who will come into regular contact with children or vulnerable adults will be required to join the scheme and have a disclosure check before starting to volunteer.

What is the PVG Scheme?

From February 2011, the PVG (Protection of Vulnerable Groups) Scheme introduces tighter regulations on who may work or volunteer with vulnerable adults or children. The main differences are:

- That people involved in 'Regulated Work' must become members of the PVG Scheme
- There are two barred lists which prevent people from working with vulnerable adults, children or both
- Records will be updated automatically
- Records will eventually be available on online
- Rather than completing a full disclosure for every new organisation , an update can be applied for which only details any changes since the previous Disclosure
- The whole process should be safer, faster and more efficient.

What is a Disclosure?

A Disclosure is a document containing impartial and confidential criminal history information held by the police and government departments which can be used by organisations to make safer recruitment decisions.



Disclosure information could include:

- Details of criminal records.
- Information about a person's inclusion on children's or adults' lists.
- Other relevant information held by a local police force or government body.
- Or state that there is no information.

Membership of the PVG Scheme and Disclosures for volunteers are provided **free** to voluntary organisations via the Central Registered Body for Scotland (CRBS) www.crbs.org.uk

Why Apply for a Disclosure for a Volunteer?

This is part of your duty of protection towards everyone in contact with your organisation. It's important that you also have good support and supervision structures and training programmes in place. Together with appropriate Disclosures, these provide a framework to ensure that any child or vulnerable adult in contact with your organisation is kept safe.

Careful consideration should be taken before deciding which volunteer roles will require a Disclosure. The process of Disclosure can be lengthy and it can be a barrier to some potential volunteers.

Where to Find Further Information

<http://www.disclosurescotland.co.uk/pvg>

Additional Relevant Good Practice Guide

Please also see our Good Practice Guide No: 30 - Ex offender Volunteers |

More help?

If you would like more help or advice in relation to this good practice guide please contact the Volunteer Centre Edinburgh on 0131 225 0630 or admin@volunteeredinburgh.org.uk

Or you can drop in and see us:

Volunteer Centre Edinburgh

45 Queensferry Street Lane
Edinburgh, EH2 4PF
0131 225 0630

