

CRB (Criminal Records Bureau) CHECKS

Dear Club Leader/Secretary

Please list below all your major volunteers (i.e. main members of the Club Committee, drivers, those directly responsible in the club for vulnerable adults or children).

Include even those recently checked through Phab.

I will send you a CRB form for every volunteer on your list who:

- is not CRB-checked through Phab
- is CRB-checked through Phab but whose disclosure certificate is too old.

PLEASE NOTE:

- When a volunteer receives a CRB Disclosure Certificate, he/she is obliged to show it to you.
- A copy of the *CRB Code of Practice* can be accessed at http://www.crb.gov.uk/PDF/code_of_practice.pdf
- I have enclosed some advisory notes on how the new ISA and VBS affect Phab and CRB checks.

Matthew Joyce

matthew.joyce@phabengland.org.uk

Name of Phab Club

Name of Club Leader

| | Name |
|----|------|
| 1 | |
| 2 | |
| 3 | |
| 4 | |
| 5 | |
| 6 | |
| 7 | |
| 8 | |
| 9 | |
| 10 | |
| 11 | |
| 12 | |

If required, continue overleaf...