

Cymdeithas Achub Bywyd o'r Môr Cymru

Surf Life Saving Association of Wales

Appendix 33 - Surf Life Saving Association of Wales – DBS and Update Service Flowchart

Any club volunteer who roles involves regulated activity will require a DBS check. Does this member work in regulated activity? – see below definition

YES

NO

Do they have a current DBS check?

YES

NO

Is that certificate registered with the Update Service?

YES

NO

Is the subscription up to date and can the status be checked by the LSO?

YES

NO

SO to give LSO the certificate number, the surname of the member and DOB. LSO will undertake a status check and if this can be seen the details can be added to the clubs DBS return

Can the details be seen on Update Service?

YES

NO

This certificate can be used
If the member fails to keep up their subscription then a new DBS check needs to be done at a charge of £4.50 to the member. That DBS certificate will then be registered to the Update Service so status checks can be done

Complete an Appendix 19
Appendix 1
Appendix 18
Send to LSO to process and application for a DBS check.

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No DBS check needed however if their activity with the club moves into the definition of regulated activity then a DBS check will need to be done. This needs to be monitored. Perpetrators will infiltrate a club this way and avoid a DBS check

Complete an Appendix 19
Appendix 1
Appendix 18
Send to LSO to process and application for a DBS check. Any certificate can only be registered with the Update Service within 19 days so another one will need to be done as the members' current one cannot be added (unless they had within 19 days)

In **all cases** where members are asking for their own certificates and confirmation is needed that it is registered on the Update Service, they will need to provide permission to check either in writing or on an email to confirm their permission



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Regulated Activity definition

<p>Typed of Activities e.g. teaching, training, instructing, caring for, supervision, providing advice / guidance on well-being, or transport specifically for children (Excludes supervised individual)</p>	or	<p>Regularly</p> <ul style="list-style-type: none">➤ once a week or more➤ 4 or more occasions in a period of 30 days➤ Overnight between 2 – 6am
<p>In a limited number of specified places. e.g. schools, children's homes and childcare premises (Excludes supervised volunteers)</p>	and	<p>*Such day to day supervision as is reasonable in all the circumstances for the purpose of protecting any children concerned – sector specific guidance on supervision</p>

Definitions of Regulated Activity contact with children



**If you are unsure always ask.
If the volunteer already has a DBS certificate, SO's
must in all instances check that it contains advanced
and child barring search.**

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