

THE SCOUT ASSOCIATION

The Criminal Records Bureau (CRB)
Disclosure Scotland (DS)

Policy on Disclosure "portability".

**FOR ISSUE TO APPLICANTS
AND SCOUT OFFICIALS**



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Introduction

With one exception (see below), The Scout Association has taken the decision that all Scout Leaders, volunteers, etc., requiring to be vetted must complete a Disclosure application via this organisation despite the "portability" of Disclosures that may have been previously issued to them via other organisations. The reasoning behind this decision is as follows:

Disclosures may contain adverse matters.

As you will expect "portable" Disclosures may contain previous convictions and police reports. Without wishing to be condescending, the full import of the crimes, the court sentences and police information may not be fully understood by local Scout officials. However, by insisting upon a Scout sponsored Disclosure, HQ will be able to define and give accurate guidance to District, County and Area Commissioners, on receipt of its employer's copy, as to the correct meaning and interpretation of any adverse matters that may be revealed.

Disclosures from other organisations are not always Enhanced.

There are different levels of vetting. The Scout Association always uses Enhanced Disclosures. This is the highest level of vetting which involves checks by local police forces on all of the applicant's previous names and home addresses for the last five years.

Disclosures are designed for use immediately after issue.

A Disclosure carries no period of validity. An old Disclosure may well record that on the date of issue (maybe several years ago) the applicant had no convictions or had not come to the notice of police. Since that date, however, serious offences or police information may have been recorded against the applicant.

The Scout HQ Confidential Index check.

On receiving a Disclosure application, HQ initially searches for any record of the applicant in its Confidential Index. This complements the Disclosure application and is very quick. From this "initial check" HQ can give an immediate provisional approval to use the applicant in a supervised capacity whilst awaiting the result of the final check, the Disclosure itself.

The applicant's Disclosure will not bear an indication of any additional police information.

It is only the employer's copy of an Enhanced Disclosure that indicates that additional police information will be sent to the employer in a separate letter. This letter may only be authorised by a Chief Constable, in circumstances when to include it in the normal manner on the Disclosure itself would be likely to hinder the prevention or detection of crime, or result in harm to any person.

Disclosures are not proof of identity.

To use police parlance, the applicant may be a "ringer" – a person using a false identity, or somebody else's Disclosure. All applicants must be subjected to full background and identity document checks.

Scouts and Girlguiding UK - exception.

Pending a full HQ directive on this issue, the above portability prohibition does not apply where

- joint activities are held between TSA and Girlguiding UK, or
- premises are shared by TSA and Girlguiding UK,

provided that

- the relevant adults of both organisations have been Disclosure checked, and
- the respective local leaders of both organisations have mutually agreed upon this course of action.

N.B. The exception between TSA and Girlguiding UK does not extend to other youth organisations.

The exception does not apply to a Guide leader, etc., who is or who wishes to also become a Scout Leader, etc. Such persons must submit a Disclosure application in accordance with normal TSA procedures.

Summary.

The Disclosure process is a cornerstone of our protection measures. We simply cannot afford to take any risks where the welfare of children and young persons is concerned. Consequently, The Scout Association requests your understanding and compliance in this matter.