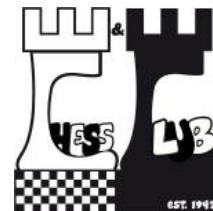


Wanstead & Woodford Chess Club (“the Club”) Working with Children Application Form



Your personal data is required so that the Club can contact you, identify you, conduct appropriate background checks and if necessary undertake Disclosure & Barring Service (“DBS”) checks. This process will usually be undertaken by a member of our safeguarding team in the first instance. Appointments are made by the Club’s Committee under advice. Elected posts involving working with children are conditional on successful completion of the safeguarding recruitment processes and provision of a personal/professional history. See further the Club’s [Safeguarding Policy](#) about safe recruitment, safeguarding and personal data use (see Appendix 11 Privacy Notice), including the data held about you, its use and how you can ask for inaccuracies in data to be corrected.

SECTION ONE – Personal Information			
Your personal data will be held in accordance with the EU General Data Protection Regulations 2018, detailed in our above Privacy Policy available on our website.			
Title (e.g. Dr/Mr/Ms)	Forename and Initials	Surname	
Email Address			DOB
Current DBS Certificate Reference (if held)		Date of Issue of DBS Certificate (If held)	
English Chess Federation Membership Number		Are you an existing member of the Club (Y/N) ?	
Home Address			
POSTCODE:			
Home Telephone Number		Mobile Numbers	

The Club is committed to safeguarding and protecting children during all of its activities. Applicants are expected to be familiar with the Club’s Safeguarding and [Health & Safety](#) Policies. Further information is available on the Club’s dedicated [Safeguarding](#) and [Data Protection](#) webpages.

SECTION TWO – Your history – Qualifications & Experience of Working with Children / Safeguarding

SECTION THREE – Role Description for JUNIOR CHESS COACH SUPERVISING REGULATED ACTIVITY

During Junior coaching sessions at the Club:

- Supervise all adults involved in the sessions, whether they are trainers, coaches, volunteers, parents or guardians
- Ensure that a register of children is taken at the start and at the end of each session
- Ensure that health & safety procedures are followed
- Ensure that safeguarding procedures are followed
- Ensure that the sessions are held in a safe environment conducive to learning

NB a DBS certificate and check are required for this role in the event that you are offered the position. See the Revised [Code of Practice](#) for Disclosure and Barring Service Registered Persons.

The Club does not discriminate. Applicants must read the Club’s policy of fair treatment of [ex-offenders](#).

SECTION FOUR – Declaration of matters that might affect your suitability to work with children

Pursuant to the Rehabilitation of Offenders act 1974 (Exceptions) Order 1975 applicants must here declare any criminal convictions, cautions, other legal restrictions or pending cases as to suitability.

Applicants should provide evidence of stated qualifications and current address. They should produce photographic identification and if held their last DBS Certificate. Applicants whose role includes regulated activity will be required to either obtain an enhanced DBS certificate (with Children’s barred list included) specific to Wanstead & Woodford Chess Club or to authorise the Club to check their DBS status on line if a current DBS Update Service subscription is held, having obtained a DBS certificate through the ECF or another employer. This service and DBS applications are free for volunteers.

Should you be accepted for the role described above, this is conditional on satisfactory suitability checks including DBS checks and references.

SECTION FIVE – Declarations and Consents

Tick here	(as appropriate)
	I declare that the information I have provided is true.
	I have read and agree to abide by the Club’s Safeguarding, Privacy and Health & Safety Policies.
	I declare that I have included all relevant matters in Section 4 that might affect my suitability to work with children.
	I have read the Club’s Rehabilitation of Offenders Act Policy and the DBS Code.
	I subscribe to the DBS Update Service and if successful consent to the production of my DBS certificate to the Club and to the Club undertaking an on-line check. OR
	If successful I will obtain an enhanced DBS certificate (with Children’s barred list included) specific to the Club and produce it for inspection.
Full Name	Signature
	Date