

**PVG Declaration Form**

**Shuttlemark Bronze Award**

In order to fill in this form and obtain the Bronze Shuttlemark Award clubs need:

* All club members who are undertaking regulated work must be members of the PVG scheme and have a record linked to the club.

To obtain a PVG Scheme records for your club members, Badminton Scotland must progress these for you
please contact:

* businessinfo@badmintonscotland.org.uk

If you have previously been PVG checked for the badminton club, the PVG will now be with Badminton Scotland.

This PVG can be applied to any affiliated badminton club/organisation. This means all active members only require 1 active PVG which must be through Badminton Scotland.

If members hold a PVG with an outside organisation, they must take out a new one via Badminton Scotland.

For any Clubs (e.g. Adult only Clubs, University Clubs….) where working with children (under 18) or protected adults is incidental to the main purpose of the club, your coaches/club helpers would not be required to be PVG checked.

All Clubs - please read and complete the following (if your club does not require PVG checking, please put N/A)

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| Club Name: |
| Who is your club’s safe guarding officer? |
| Who is your club’s secretary? |
| Who is the clubs head coach? |

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| In order to obtain the Shuttlemark Bronze Award the following statements need to be true for your Club. Please read and sign below. * All club members undertaking regulated work have an up to date PVG Scheme Record with Badminton Scotland. This regulated work is volunteer or paid work with children and/or protected adults
* All PVGs are updated every 5 years with Badminton Scotland
* The club has a trained Child Wellbeing & Protection Officer

(minimum requirement would be Child Wellbeing & Protection in Sport [CWPS] qualification but would advise that Child Wellbeing Protection Officer [CWPO] qualification is also completed)* The club is affiliated to Badminton Scotland, and has agreed to adopt the SGB Safeguarding Policies.
* The club is affiliated to Badminton Scotland, and has agreed to adopt the Data Protection Policy in place in line with Disclosure Scotland / Badminton Scotland’s recommendations
* The club has a Child/Adult Protection Policy in place in line with Disclosure Scotland / Badminton Scotland’s recommendations
* The club has a Referral Policy in place in line with Disclosure Scotland / Badminton Scotland’s recommendations
* The safeguarding officer / CWPO and/or the Club Secretary store confidential PVG information in a secure manner in line with GDPR requirements.
* If any member of the club becomes barred from working with Protected Groups, the club will share this information with Badminton Scotland immediately
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Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_