



## Wick Players

14/14a Moray Street, Wick, Caithness, KW1 5QF  
Registered Scottish Charity No. SC019009  
Private Limited Company No. SC358114

# Policy

Policy No. POL11

*Please take note that where the words “we”, “us” or “directors” are stated, this refers to the board of directors of Wick Players who oversee the successful running of the club.*

The board of directors of Wick Players has adopted this policy and each member is expected to support and to comply with it.

## **Policy on Individuals Who Are Under Consideration for Listing or Barred from Regulated Work.**

Wick Players is committed to a policy on Individuals Who Are Under Consideration for Listing or Barred from Regulated Work.

The PVG Scheme provides for decisions to be made about a person’s suitability to carry out certain types of regulated work. As part of this determination process, those not considered suitable will be barred from doing regulated work with children, protected adults or both. Individuals can also be placed under consideration for listing where there is information which needs further investigation to determine if the person is suitable for regulated work.

Barring or being considered for listing can happen at the time that the applicant applies to join the PVG Scheme or throughout the period that they are a scheme member. Disclosure Scotland will notify your organisation when someone you are recruiting or have recruited into regulated work becomes barred or under consideration for listing in relation to the regulated work for your organisation. If notified that someone is barred from regulated work with children and/or protected adults, the person must be removed from the relevant type of work. This is because it is an offence for an organisation to offer or fail to remove a person who is barred from regulated work after they have been notified.

If notified that someone is under consideration for listing in relation to regulated the work type that they do for your organisation, you can make your own decision about the action that your organisation will take. You should assess the risk to your service users and detail the appropriate action for your organisation in your policy.

Wick Players aims to ensure that all children and/or protected adults\* are kept safe from harm while they are with our staff and volunteers.

Those who will undertake regulated work with children and / or protected adults within Wick Players will be asked to complete a PVG disclosure application. Disclosure Scotland will continually monitor scheme members suitability to carry out regulated work and will notify our organisation if someone is barred as they have become unsuitable to do that type of regulated work or if someone is moved to consideration for listing. This can happen either at the time that someone applies to join the PVG Scheme or throughout the period that they are doing regulated work.

If we are notified that an individual is barred from a regulated work type that they do or have applied do

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within our organisation, the individual will not be recruited to do, or will be removed from that type of

regulated work. Our organisation will be committing an offence if we engage or fail to remove someone

who is barred from the relevant regulated work.

Disclosure Scotland may place a scheme member 'under consideration for listing' if they have information that they need to take time to review. During this time, the member is not barred from regulated work. If we are notified by Disclosure Scotland that an individual is under consideration for listing, our organisation will take the following action:-

At recruitment stage

- Continue with the recruitment as is the organisation's normal process
- Continue with the recruitment but ensure the individual is supervised at all times until the final determination is made
- Suspend the recruitment decision until the final determination is made
- Place you in a non regulated work role until the final determination is made
- Decide on a case by case basis
- Detail any alternative action that your organisation will take

As a result of on-going monitoring:

- No change will be made to the work carried out by the individual
- The individual will continue in their role but will be supervised at all times until the final

Determination is made:

- The individual will be suspended until the final determination is made
- Place you in a non regulated work role until the final determination is made
- Decide on a case by case basis
- Detail any alternative action that your organisation will take
- The decision will be fully explained in accordance with our current HR policies.

**Wick Players will ensure that all directors are aware of this policy.**

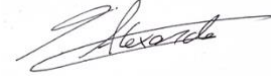
**Wick Players undertake to make a copy of this policy and the code of practice available to all members.**

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This policy was accepted by the board of directors of Wick Players on: *02/03/2022*

Signed on behalf of the board of directors of Wick Players:



Jayden Alexander

(Secretary)