



Clontarf Cricket Club Vetting Policy

The word “vetting” refers to the process of checking for evidence of any relevant convictions against an individual, whatever the jurisdiction. In the Republic of Ireland vetting checks are carried out by the National Vetting Bureau. This responsibility falls to those at club level when recruiting coaches and volunteers into regulated activities.

In the Republic of Ireland, Cricket Ireland and clubs have a specific responsibility under the National Vetting Bureau (Children and Vulnerable Persons) Act 2012 to carry out mandatory vetting of persons participating in cricket. The National Vetting Bureau act stipulates that vetting must be carried out on anyone providing “ any work activity which consists of the provision of education, training, cultural, recreational, leisure, social or physical activities (whether or not commercial or any other consideration) to children.”

If a person is in a position to build a relationship of trust with a child through their role of supervising or instructing they should be vetted.

Cricket Ireland is a registered body for carrying out vetting. The organisation has an authorised liaison person who is responsible for the submission and review of a completed National Vetting Bureau (NVB) forms. Details of the NVB Process and how to go about obtaining a Garda Vetting check are included on the Cricket Ireland website.

Action to be taken from Returned Vetting Checks

Individuals with certificates that are returned with no information will be sent a Clearance Letter from Cricket Ireland. A copy of this Clearance Letter must be provided by the individual to his/her Club’s Children’s Officer, to confirm satisfactory completion of the process. If a Garda Vetting check reveals information relevant to the safeguarding of children or vulnerable adults, that detail will be reported to the National Safeguarding Officer. A safeguarding panel will then consider that detail (such documentation will be anonymised prior to circulation) and may additionally liaise with the statutory authorities. This group will make the final determination whether or not a disclosure is relevant or contrary to Cricket Ireland’s safeguarding standards. If the disclosures are not relevant, then the individual will be issued with a Clearance Letter, as above. In instances where the above group is concerned about the suitability of an individual they will be contacted directly and may be invited to a confidential meeting to assist in the decision-making process, or asked to provide further information to aid the decision-making process.

The Club retains on file the original vetting forms (Invitation/Validation of ID/copies of ID/Utility bill) and all Club Children’s Officers must ensure that they have, on file, a copy (either photocopied or scanned) of a Clearance Letter for each of the coaches who operate at the Club. Any coach who has not provided the Club with a Clearance Letter must do so as a matter of urgency. All documents are stored and secured in line with General Data Protection

Regulation requirements

No individual may commence work in a regulated activity in a paid or unpaid capacity until the relevant vetting or equivalent check has been returned and a decision taken on the relevance of any information returned. To do so is an offence in ROI and the Club Chairperson may be liable.

Non-UK / Ireland Vetting

The Club recognises that checks need to be undertaken on post holders regardless of nationality. Different countries operate varying methods for providing background checks and not all countries are able to provide this service. The Disclosure and Barring Service website <https://www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants> provides current advice on which countries are able to provide a check and the application process. Non-UK/Ireland vetting must also be undertaken on British or Irish passport holders who have lived abroad in the last five years. Non-UK/Ireland vetting checks must normally be organised before the individual arrives in the country whenever possible. Add further information and templates on safeguarding can be found on the Cricket Ireland website: <http://www.cricketireland.ie/about/childsafeguarding>.

Adopted by CCC Committee 2024