

REPEAT CRB CHECK

Repeat CRB Check (RCRB) Form
(England and Wales)

Version 3 - March 2014



scouts.org.uk/appointment

You must

- Use **CAPITAL LETTERS** when completing the form.
- All sections marked as **MANDATORY (in yellow)** are mandatory for the CRB application. If you do not complete these sections, your form will be returned unprocessed and this will delay your application.
- You will also need to complete the white sections, where possible, for Scouting purposes.
- Write clearly and insert only one character in each box.
- Mark choices in the box with a cross (X).

Personal details

Membership No.

Role held in Scouting Date of birth

Gender (M/F) Title

Forenames

Known as

Surname

Email

Telephone (daytime) Telephone (home)

Mobile

Additional personal details for CRB application

Surname at birth Used until

Country of birth

Town/city of birth

County of birth

Nationality

Have you ever been known by any other names? Yes No (if 'yes' the below section is **MANDATORY**).

Forenames

Surname

Dates from and to -

Forenames

Surname

Dates from and to -

(use a continuation sheet if necessary, available from scouts.org.uk/appointmentforms)

Current home address

Address

Town/city

County

UK postcode Country

At address since

Previous address history for CRB application

You must provide all the addresses where you have lived in the past five years. There should be no gaps in dates, however overlapping is acceptable. If you have lived overseas within this period, please include these addresses. This section is **MANDATORY IF YOU HAVE LIVED AT YOUR CURRENT ADDRESS FOR LESS THAN FIVE YEARS.**

Previous address 1

Town/city

County

UK postcode Country

At address from until

Previous address 2

Town/city

County

UK postcode Country

At address from until

(Use a continuation sheet if necessary, available from scouts.org.uk/appointmentforms).

Identity check for CRB application

If you answer 'yes' to any of these questions, the details related to that form of ID become **MANDATORY** fields.

Do you have a National Insurance number?

Yes No National Insurance number

Do you hold a valid passport?

Yes No Passport number

Nationality

Issue date Date of birth

Do you hold a valid UK driving licence?

Yes No Driving licence number

Licence type Paper Photocard Licence valid from Date of birth

Applicant declaration

As a registered Data Controller, the Association is committed to the Data Principles of the Data Protection Act 1998.

By signing this application, I agree to The Scout Association during and beyond my involvement with Scouting:

- a) retaining my personal data to facilitate any present or potential future involvement with Scouting;
- b) retaining sensitive personal data regarding the commission of offences or alleged offences; and
- c) carrying out checks into my suitability to carry out a role in Scouting, including a Criminal Records check.

Does the position you are applying for involve regular contact with vulnerable adults? Yes No

Vulnerable adults are people aged 18 or over:

- a) living in a residential or care home, sheltered housing, a special school, prison or similar institution; or
- b) currently on probation; or
- c) currently receiving care and support at home or in rehabilitation; or
- d) when they are receiving health care or a service specifically because of a disability or special need; or
- e) for whom a power of attorney or Court of Protection order has been made or applies.

(declaration continued overleaf)

Applicant declaration (continued)

Do you have any convictions, cautions, reprimands or final warnings which would not be filtered in line with current guidance? Yes No

Please cross this box if you have supplied additional information

Please note: All convictions, including those that are spent, will show on your Criminal Records check. Some criminal convictions or behaviour may disqualify you from certain roles in Scouting, specifically any convictions which involve the harming of children, young people or vulnerable adults in any way. For more information, please contact the Confidential Team at Gilwell Park.

CRB fair processing notice

The Criminal Records Bureau will refer the details provided on this application to government and law enforcement bodies in accordance with any relevant legislation. The details provided to these bodies will be used for identifying possible matches to records held by them. Where such a match is established, data may be released to the CRB for inclusion on any certificate issued. The details provided on this form may be used to update the records held by the bodies specified above. The details provided on this application form may be used to verify your identity for authentication purposes.

I confirm that I have read, understood and agreed to all the information provided in this form. I further confirm that the information that I have provided in support of this application is complete and true and understand that knowingly to make a false statement for this purpose is a criminal offence.

Name of applicant

Signature

Date

D	D	M	M	Y	Y
---	---	---	---	---	---

Proving your identity

After you have completed all the mandatory sections please return this form to the person who provided you with it. They will then ask you to provide a range of documents to confirm your identity. A list of acceptable documents can be found at www.crb.gov.uk/id

Identity documents

- You must provide **original documents only**; photocopies will not be accepted.
- At least one document must confirm your **current name**.
- At least one document must confirm your **date of birth**.
- Wherever possible, where you hold a document containing a photograph from the approved identity documents list, this should be submitted.

Applicant checklist

- Complete form, ensuring **MANDATORY fields (in yellow)** are answered.
- Provide all addresses within the past five years.
- Ensure declaration is signed.
- Include all identity documents and continuation sheets (if you have used any).

Identity checker (not to be completed by applicant)

Have you established the true identity of the applicant, by examining a range of documents as set out at www.crb.gov.uk/id, and verified the address and identity information provided on this form?

Yes No

Please list the documents you have seen to verify their identity:

Evidence seen and checked by:

Membership number

--	--	--	--	--	--	--	--	--	--