



**CAMANACHD
ASSOCIATION**
COMANN NA CAMANACHD

**THE GOVERNING
BODY FOR SHINTY**

RECRUITING PEOPLE WITH CONVICTIONS

Safeguarding Guidance Document

Camanachd Association Safeguarding Guidance
2024

The purpose of this document is to ensure consistent and fair practices are implemented for the recruitment and/or appointment of staff or volunteers who have a criminal record to regulated work (paid or unpaid) within the Camanachd Association.

Affiliated clubs may choose to adopt this policy in full, in which case references to the Camanachd Association should be substituted with the name of the club.

Recruitment of People with Convictions

The Camanachd Association undertakes to treat all applicants for positions within the organisation fairly and not to discriminate against the subject of disclosure on the basis of conviction information revealed.

Having a criminal record will not necessarily debar an individual from working/volunteering in a 'Regulated Work' within the Camanachd Association or its Affiliated Clubs. Only convictions or conviction information that is deemed relevant to the position applied for will result in the applicant not being granted the position.

The Camanachd Association uses a fair recruitment policy that ensures all individuals have the opportunity to disclose any convictions or conviction information in a way that allows for a clear risk assessment to be carried out that will determine whether or not the conviction or conviction information is relevant to the position applied for by taking account of:

- Whether the conviction is relevant to the position being offered
- The seriousness of the offence revealed
- The Length of time since the offence took place
- Whether the applicant has a pattern of offending behaviour
- Whether the applicant's circumstances have changed since the offence took place.

To ensure the correct applicant is appointed and to enable the Camanachd Association to determine the relevance of any convictions or conviction to positions applied we will use the following recruitment tools (as per Safe Recruitment Policy):

1. Application or Registration Form
2. References (where deemed necessary)
3. Interviews (when deemed necessary)
4. PVG Membership

As part of the Camanachd Association Safe Recruitment Policy, an applicant cannot be appointed until all the appropriate checks are completed and a suitability decision has been made.