

SAFE RECRUITMENT PVG SCHEME FREQUENTLY ASKED QUESTIONS



Q. Does the legislation say that I need to be a PVG Scheme member to work with children or protected adults?

A. No. It is not a legal requirement for you but it is a legal requirement that the club/organisation does not employ anyone on the Barred for Working with Children List. The only way to check is by joining the PVG Scheme.

Q. How do I become a PVG Scheme member?

A. Using the Online PVG Application Service you will firstly have your ID checked and details sent into Scottish Golf by your Clubs Safeguarding Officer/ID Verifier. You will then receive a link from Disclosure Scotland where you can complete a Scheme Record to join application via their online portal.

Q. What if I am already a PVG Scheme member?

A. Using the Online PVG Application Service you will firstly have your ID checked and details sent into Scottish Golf by your Clubs Safeguarding Officer/ID Verifier. You will then receive a link from Disclosure Scotland where you can complete an Existing Member Scheme Record application via their online portal.

Q. What if I have previous convictions/non-conviction information?

A. A criminal record will not necessarily prevent you from working or volunteering in the club/organisation. We may invite you to discuss this further to make sure we have as much of an understanding as possible about your situation before deciding whether or not offences are relevant to your post. Vetting information on your PVG Scheme Record will also be considered in relation to the position you are being considered for.

Q. How much will it cost?

A. All PVG applications are free of charge for volunteers.

If you are a paid member of staff or a PGA professional, a Scheme Record currently costs £59.00 and a Scheme Record Update costs £18.00. It is the decision of the club/organisation regarding who pays for the application.

Q. How do I have my identity confirmed as part of the application process?

A. It is the responsibility of the Safeguarding Officer/ID verifier in your club/organisation to witness and verify your ID documents before completing the online application request form.

If you cannot locate a verifier you should contact Scottish Golf at safeguarding@scottishgolf.org



Q. What if I work at different clubs/organisations?

A. A PVG application should be completed through every organisation where you are employed to carry out regulated work with children or protected adults.

Q. How often should I complete a Scheme Record Update?

A. Scottish Golf policy determines that a Scheme Record Update must be completed every three years for each applicant and role.