

THE SCOUT ASSOCIATION

The Criminal Records Bureau (CRB)

New forms and fact sheets - have you got the latest?

FOR GENERAL ISSUE



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The Criminal Records Bureau (CRB)

(England & Wales, Channel Islands, Isle of Man, British Groups Abroad, British Scouts Western Europe)

To order any of the forms or leaflets below, or for advice, etc., please contact Scout HQ Information Centre on:
Tel 0845 300 1818 or e-mail info.centre@scout.org.uk and please quote Criminal Records Bureau.

STOP PRESS NEWS

HQ has been advised that a newly designed “pink” CRB application form will be introduced sometime after April 2006. Early prototypes seen at HQ would appear to be far more user friendly than the current “white” application form which is in dire need of revision. The new pink application form is in its developmental stage and will be “piloted” with selected Registered Bodies before introduction. The Scout Association may be one of those chosen. HQ will keep everyone informed of developments.

Meanwhile, continue to use the current “white” application form until further instructions on this matter are issued.

- **CRB purple and white Guidance Booklet** (for Applicants and Scout Officials - **May 2005**)
Completely revised! This is the third edition of the CRB’s comprehensive and illustrated booklet entitled, *“An applicant’s guide to completing the Disclosure application form”*. An essential item for all concerned that has now simplified the number of Identity Documents required on “white” CRB forms!
- **HQ CRB Returns Form (TSA08)** (for Scout Officials - **Nov 2005**)
Completely revised! This form will enable Scout officials to forward up to 10 applications at a time to Scout HQ. **Immediately discard all earlier versions!**
- **HQ Disclosure Policy and Procedure for Volunteer Roles** (for Applicants - **Nov 2005**)
Brand new! A leaflet for all applicants that explains in detail the implications of the Disclosure process, what convictions will be revealed, how to lodge a CRB dispute, etc. **Ensure all applicants receive a copy together with a CRB application form!**
- **HQ CRB Guidance Notes for completion of “white” application forms**
(for Scout Officials - **Nov 2005**)
Completely revised! Incorporates all the latest tips, advice and new CRB procedures that will enable you to successfully submit CRB applications first time, every time!
- **HQ CRB Frequently Asked Questions** (for Scout Officials - **Nov 2005**)
Completely revised! Incorporates all the latest FAQ’s and advice for Scout officials who process CRB application forms.
- **HQ CRB Application Continuation Sheet** (for Applicants and Scout Officials - **Nov 2005**)
Brand new! An essential form for:
 - all applicants who need to enter additional names or addresses, and
 - for Scout officials to record on a “white” CRB application the newly permitted Group 1 identity documents, i.e., an EU National ID card, HM Forces ID card or a UK firearms certificate, and
 - for Scout officials to record Group 2 identity documents when there is no space or field available on the “white” CRB application form.
- **HQ Policy on Disclosure “Portability”** (for Applicants and Scout Officials - **Nov 2005**)
Brand new! A leaflet for all applicants and Scout officials that explains why the Association does not accept Disclosures issued via other organisations such as the Education or Health authorities.
- **HQ Specimen CRB Application** (for Applicants and Scout Officials - **Nov 2005**)
Completely revised! A scaled down “white” CRB application visually detailing the correct method of completing the form. An essential and simple leaflet that will aid applicants and Scout Officials alike.