

To ensure **scottishathletics** (SA) is compliant in terms of legislation and best practice in relation to safer recruitment, a 'Consent to Share' personal data form is being introduced from **26 August 2024**.

Beyond this date, no PVG or PVG update application will be progressed without the 'Consent to Share' form being completed and submitted.

Your consent to share will need to be in place for your PVG application to be progressed.

The following FAQs should be of benefit to you

Q. How will you get access to the link?

A. The person who completes your ID document check will provide you with a link to the form. It can also be found at the foot of this document.

Q. Is it the same link for all?

A. It is the same link for everyone applying for a PVG or a PVG update.

Q. When will I get the link to the form?

A. You should receive the link, or QR code, either when you schedule your ID document check or during it.

Q. What happens if I do not give consent to share?

A. Where consent to share is not given, a PVG application will not be progressed and you will not be permitted to begin (or continue in) a regulated role with children or protected adults. Where relevant, we will notify Club Welfare Officers immediately should anyone linked to the club not give consent to share.

Q. Can I withdraw my consent to share?

A. It is your right to withdraw your consent at any time. You can do so by putting this in writing to the SA Welfare Team - welfare@scottishathletics.org.uk

Q. What happens if I decide that I want to withdraw my consent to share?

A. Should you withdraw consent, you will no longer be permitted to perform a regulated role with children or protected adults. Where relevant, we will notify Club Welfare Officers immediately should anyone linked to a club withdraw their consent to share.

Q. Does the consent to share need to be completed with every PVG application?

A. No, once consent to share has been granted, it will remain active until you choose to withdraw it. It will be required on completion of the first application and held on record for any future applications or updates.

Q. Can I retain evidence that I have completed the Consent to Share form?

A. Upon submission, you will receive a confirmation message, which you can screenshot. You will also have the option to print or save a copy of your responses. Guidance on how to do this is contained in the form.

Please note - SA will not contact applicants to get them to complete the 'Consent to Share' form, it is your responsibility to ensure that you have completed it.

Q. I got a PVG through scottishathletics prior to the introduction of this form

A. In circumstances where a PVG update is required prior to your usual 3-year renewal, we will ask you complete the 'Consent to Share' form prior to your application being submitted. Where consent to share is not given, meaning that we cannot progress the PVG update application, you will no longer be permitted to perform a regulated role with children or protected adults. Where relevant, we will notify Club Welfare Officers immediately should anyone linked to a club not give consent to share.

If you have any further questions or queries, please get in touch with the welfare team via email welfare@scottishathletics.org.uk

Link to the 'Consent to Share' form: <https://forms.office.com/e/WGp76zpYY9>

Consent to Share Form QR Code



September 2024