

Blackrock Athletic Club Juvenile Section Volunteer Vetting Policy

The Club is very grateful to all parents and volunteers who give their time for coaching or volunteering. However it is important that the Club complies with the legal requirements in relation to Child Welfare and thus it is Club policy that only vetted coaches may coach.

Vetting approval, once received, lasts for four years.

The time taken to process vetting can vary by individual, particularly where individuals have multiple prior addresses and overseas addresses. The process can therefore take a few weeks in some instances and a few months in other cases.

1. Complete the Athletics Ireland eVetting form. *(if you do not have an Athletics Ireland number please leave that blank when completing the form).*
2. Present the form with original ID's with photocopies to the Club Children's Officers for validation and signing. (see website or notice board for contact details).
3. The Club Children's Officer will post the eVetting Invitation form along with photocopies of the ID to Athletics Ireland, 19 Northwood Court in Santry.
4. Athletics Ireland will then (usually within a fortnight) send you an e-mail inviting you to complete the online eVetting Application Form. (Please watch for this email in case it ends up in junk mail).
5. Complete the online eVetting Application Form and submit it.
6. Athletics Ireland will review the Vetting Application Form and submit it to the National Vetting Bureau for processing.
7. The National Vetting Bureau processes the application and forwards a vetting disclosure to the Athletics Ireland Liaison Person. At this stage you will get an email to say that the vetting process is complete, however you must still await an approved vetting letter from Athletics Ireland.
8. Athletics Ireland reviews the vetting disclosure and sends an approval letter.
9. Please let the Club Children's Officer know when you receive the approval letter from Athletics Ireland and keep this letter.

Once you have completed the online application any queries on the progress of the vetting can be directed to the Liaison Person at Athletics Ireland.

Children's Club Officer with responsibility for processing the vetting forms:

Nuala Hunt, 6 Prince Edward Terrace Upper, Carysfort Avenue, Blackrock, Co. Dublin.

Email huntcarrigroe@gmail.com Phone: 087 943 4045

Club Child Welfare Officers are:

Claire McGoldrick mcgoldrick.claire@gmail.com phone (086) 822 7766

Peter Cosgrove mrpetercosgrove@gmail.com phone (087) 620 0836

Blackrock AC's Dedicated Liaison Person

Michael Wood michaelinardagh@gmail.com phone (085)108 6993