**NORTH LANARKSHIRE ACTIVE SCHOOLS CLUB ACCREDITATION FORM**

Please complete this form and return it, along with the required documentation, to your Active Schools Coordinator.

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| **Club Information** | | | | |
| Club Name | |  | Date of Submission |  |
| Main Contact | |  | Contact Email |  |
| **Section 1: Affiliation and Qualifications** | | | | |
| Are you affiliated with a NGB/SGB? | | Yes  No | | |
| If so, which NGB/SGB are you affiliated with? | |  | | |
| **Required Documentation** | | | | |
| 1.1 | Affiliation Certificate | | | |
| 1.2 | A list of lead deliverers and their qualifications | | | |
| Note: If your club is affiliated with a NGB, please refer to the Accreditation Guidance document to see which sections have already been evidenced and which ones still need to be completed. | | | | |
| **Section 2: Safeguarding and Child Protection** | | | | |
| Child Protection Officer Name: | |  | | |
| Has the CWPO completed all necessary Child Wellbeing and Protection training? | | Yes  No | | |
| Has your club got an up-to-date Safeguarding policy? | | Yes  No | | |
| Briefly explain how this is communicated to parents, staff and volunteers. | |  | | |
| **Required Documentation** | | | | |
| 2.1 | Safeguarding/Child Wellbeing and Protection Policy | | | |
| 2.2 | CWPS and CWPO Certificate | | | |
| **Section 3: Risk Management and Insurance** | | | | |
| Does the club have current Public Liability Insurance? | | Yes  No | | |
| Briefly describe how risk is assessed, and how first aid is provided. | |  | | |
| **Required Documentation** | | | | |
| 3.1 | Current Public Liability Insurance | | | |
| 3.2 | Risk assessment or H&S plan | | | |
| **Section 4: Child Voice and Inclusion** | | | | |
| How do you involve children in shaping activities and decisions? | |  | | |
| **Section 5: Behaviour & Conduct** | | | | |
| Do you have a Code of Conduct for coaches, players and parents | | Yes  No | | |
| Do you have an Anti-Bullying Policy | | Yes ☐ No ☐ Is part of Safeguarding Policy ☐ | | |
| Do you have a complaints or grievance procedure | | Yes ☐ No ☐ | | |
| **Required Documentation** | | | | |
| 5.1 | Code of Conduct (covering coaches, players, parents) | | | |
| 5.2 | Anti-Bullying Policy (or confirm if it’s part of the Safeguarding Policy) | | | |
| 5.3 | Complaints/grievance procedures | | | |
| **Section 6: Governance and Legal -** | | | | |
| What is you clubs legal status? | | Club – operating under a constitution  Registered company  Registered charity  Other (please specify): | | |
| If operating as a club, list current Committee Members and their roles | |  | | |
| **Required Documentation** | | | | |
| 6.1 | Club Constitution (for clubs only) | | | |
| **Declaration** | | | | |
| I confirm all information provided is accurate and up to date | | | | |
| I confirm that all policies are reviewed annually | | | | |
| Name | |  | Date |  |
| Role | |  | | |