**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 |  |