

NRHA DBS Procedure (formerly called CRB)

1. Each NRHA member that holds a position in any club or region as either Referee, Coach or Manager can apply online for an enhanced DBS check via Wild Apricot (<https://nrha.wildapricot.org/>)
2. The applicant receives an email with website access details from NRHA DBS officer
3. Applicant chooses documents for Id check
4. Regional DBS Officer checks and verifies copy documents from the applicant either in person, mail or email
5. Regional DBS Officer goes online to enter the retained copy ID documents for verification
6. Applicant then receives a second email to allow them to enter personal details online
7. Application complete the information transfers automatically online to DBS Office
8. Application received by DBS office electronically
9. Application progressed to Police Force for checking
10. Hard copy DBS check sent direct to applicant only

Notes

NRHA DBS checks are valid for a maximum of three years from date of issue

NRHA DBS checks are only portable if you sign up on the government website within 14 days of receiving your DBS certificate. Government website address www.gov.uk/dbs-update-service

NRHA DBS policies available on request

Contacts

NRHA DBS Officer - Michaela Parfitt (michaela66@the-parfitts.co.uk)

Eastern Counties DBS Officer – Lucy Rawlinson (burwellpaving@aol.com)

Northern Counties DBS Officer – Dawn Owen-Harris (dawnlv@hotmail.co.uk)

Southern Counties DBS Officer – Deb Pughe (deb.pughe@btopenworld.com)

Our DBS website address – www.disclosures.co.uk