

Checked

WELCOME TO THE AUTUMN 2011 EDITION OF CHECKED



'Checked' is the quarterly newsletter released by the SVS CRB Service, keeping you up-to-date with what is happening within the service and highlighting any changes over the quarter.

In this issue, we will be letting you know of the exclusive services that you as members receive and what you can do to access these.

WHAT'S INSIDE THIS EDITION OF CHECKED?

- CRB Latest News
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What's happening?
- ID Checking Service
- Training
Opportunities
- Highlighting the most
common errors in
applications.
- Reminder of the cost
breakdown of using
the service.

CRB LATEST NEWS

“We will continue to deliver the excellent service that we currently provide.”

Steve Long, CRB Chief Executive

- The CRB have moved from their old website to their new homes within the Home Office, DirectGov and Business Link. The old web address will now re-direct any users to their new homepage on the Home Office website.
- The CRB have released their business plan for 2011/2012. The plan itself is available on the Home Office website under 'Corporate Publications'. For more news on the CRB visit their website at www.homeoffice.gov.uk/crb

SVS CRB SERVICE – WHATS HAPPENING?

Recently, the Countersignatories within SVS have been working hard with members to identify any specific training needs organisations have and how we can work together towards a workplace which is a safe environment for both Children and Vulnerable Adults. One training need that we identified was around organisations being unsure about whether their staff/volunteers were eligible to have CRB checks. This identified need enabled us to construct a workshop where we can jointly explore the legislation around CRB eligibility and to also raise awareness of common errors within applications.



Since the roll-out of our Eligibility & Errors training, CRB applications have reduced by 16.5%, showing that there are Community and Voluntary organisations who have previously been submitting ineligible CRB checks. For an organisation submitting 100 applications a year, this could be a saving of up to £891 for paid workers or £165 for volunteers.

We have designed an assessment tool to assist members in identifying whether specific roles within their organisation are entitled to CRB checks. This can be found at www.surveymonkey.com/SVSCRB.

ID CHECKING SERVICE

Here at SVS we offer a full CRB ID Checking Service. The ID Checking Service is a resource which can be used by Community and Voluntary sector organisations that are entitled to undertake criminal records checks when making a recruitment decision. Instead of becoming members of our CRB service, organisations may pay a small fee to have a member of the SVS CRB team undertake ID checking and application completion with the applicant.

How it works:

One of our dedicated team will be able to arrange a time to meet with individuals and perform an identity check, while going through the form with the applicant.

For this, all we require is the name and address of the person within your organisation who is requesting the CRB check, and that they agree to be a secure point of receipt of a CRB disclosure.

Benefits of the service:

- The CRB application will be processed quicker
- No error fees
- Reduced staffing cost within your organisation
- No need to register with the SVS CRB Service

Cost:

£20 administration fee per application (& CRB fee)

For more information, or to enquire about using our service, please call a member of the team directly on (02380) 216023, or e-mail CRB@SouthamptonVS.org.uk.



TRAINING OPPORTUNITIES

As part of your CRB service membership, we offer a free training programme for Appointed Persons. The training programme consists of training which has been specifically tailored to the needs of the Community and Voluntary sector. SVS currently offer two training workshops specifically to their CRB clients.

Appointed Persons Updated Training - Eligibility & Errors

This training is something we offer those who are already Appointed Persons within their organisations. It covers the legislative changes within the CRB and how they affect us within the sector. The workshop based training helps aid organisations to fully understand their entitlement to perform CRB checks and how to reduce their rate of errors.

The training is a two hour session, over which time refreshments will be available.

Dates:	Time:
Thursday 17 th November 2011	10:30 - 12:30
Monday 21 st November 2011	14:30 - 16:30
Thursday 19 th January 2012	12:00 - 15:00

CRB Appointed Persons Training:

This training is mandatory for all new Appointed Persons and covers the ins and outs of the CRB process and the legislative guidance behind the CRB. If you are an organisation looking to select a new Appointed Person(s), this workshop will aid them in understanding their role within the process and how we all fit in.

The training is a three hour session, over which time refreshments will be available.

Dates:	Time:
Thursday 12 th January 2012	13:30 - 16:30
Thursday 9 th February 2012	13:30 - 16:30
Thursday 15 th March 2012	13:30 - 16:30

*Items in **RED** show training coming up soon

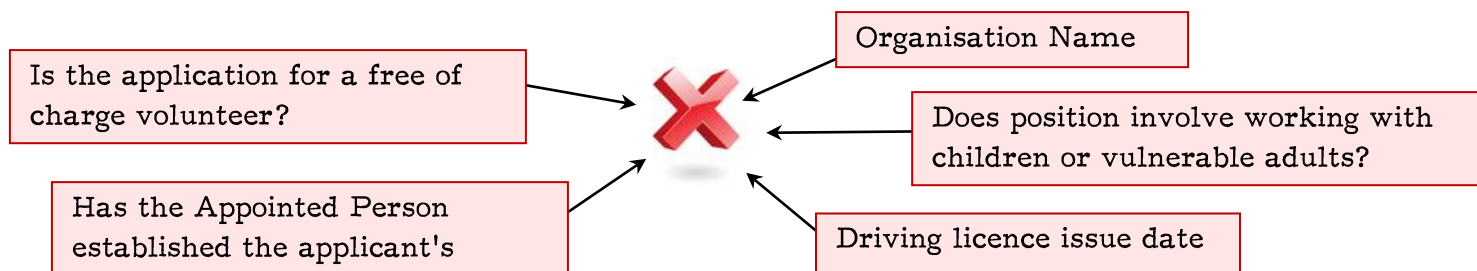
To book onto any of our training workshops, please contact a member of the SVS CRB Team on (02380) 216023, or alternatively e-mail us at CRB@SouthamptonVS.org.uk.

"The training and support we have received from SVS on the CRB has been invaluable to us, they have ensured that we are up to date with current legislation, and have explained what those changes mean to our organisation.

We have had group and one to one training, and we have always found them very flexible and accommodating. The training is delivered in an informal way to suit the needs of the group, all in all a fantastic service."

Michelle Mabey, Southampton Rape Crisis

COMMON ERRORS IN APPLICATIONS



SERVICE COST BREAKDOWN

Below are the services costs which have been in place, as of April 2011. These changes reflect the changes in application cost, brought in by the CRB earlier this year. SVS have remained constant throughout this time. If you have any queries around payment, please contact us.

CRB Charges	From April 2011
Enhanced CRB Check	£44.00
Standard CRB Check	£26.00
ISA Adult First Check	£6.00
SVS Charges	
Processing each Enhanced / Standard application	£10.00
Penalty charge each time an application is returned	£10.00
ID Checking Service (per application)	£10.00
ISA Adult First Check	£20.00



THANK YOU

Thank you all for reading out Autumn Edition of Checked. We are always here to help, so if you have any queries, please call us on (02380) 216023, or e-mail CRB@SouthamptonVS.org.uk.

SVS Countersignatories