



S'ANN BIN CEOL NA PIOBA

East Kilbride Pipe Band

Disclosure Scotland - Ex-Offender Policy

East Kilbride Pipe Band undertakes to treat all applicants for tutoring positions fairly and not to discriminate against the subject of a disclosure on the basis of conviction or other information revealed. Having a criminal record will not necessarily exclude an individual from taking on a tutoring role within this organization – only conviction information that is deemed relevant to the tutoring role will result in an applicant not being granted the position.

To ensure a suitable tutor is appointed, we will make use of the following recruitment tools:

- Application Form
- References
- Interview
- Disclosure Certificate

Under the Rehabilitation of Offenders Act 1974, ex-offenders have the right not to reveal spent convictions. However, additional legislation (the Exclusions and Exceptions (Scotland) Act 2003) allows for us to ask for an applicant to detail their full criminal record history. One of the positions listed in the Exclusions and Exceptions (Scotland) Order 2003 is that of a child care position. The definition of a child care position is defined in Schedule 2 of the Protection of Children (Scotland) Act 2003 (PoCSA).

On obtaining the Disclosure Certificate the Lead Signatory will assess the following:

- Whether the conviction is considered relevant to the tutoring position.
- The seriousness of the offence and the length of time since the offence took place.
- Whether the applicant has a pattern of offending behaviour.
- Whether the applicant's circumstances have changed since offending took place.
- How the individual completed their sentence to move forward and stop the offending behaviour.

Should the Disclosure Certificate disclose information that is not deemed to be relevant to the tutoring post, then the applicant will likely be offered the position of tutor. However, should the Lead Signatory decide that the information disclosed is relevant to the tutoring post, or the Disclosure Certificate reveals that the applicant is Fully Listed on the Disqualified from Working with Children List, then the applicant will be deemed to have been unsuccessful and under no circumstances will the applicant be entitled to assist as a tutor with East Kilbride Pipe Band.