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Please list the names of the club coaches (continue on separate sheet if necessary)

Name	Details of Qualification	Up to date?	PVG Yes / No	Contact Tel. No.	Email

Is your club currently affiliated to Lothian Disability Sport? Yes/No

Would you like to receive regular updates regarding training courses, competitions etc. Yes/No

MINIMUM OPERATING REQUIREMENTS

Checklist

Policies/Procedures	In Place	Not in Place	Date to be completed by
Club governance developed in partnership with LDS and NGB where appropriate			
An up to date Club Constitution			
Key roles and responsibilities for all Committee members			
Named club bank account with 2 signatories and annual accounts reporting			
Safeguarding Children & Vulnerable Adult Policy and Policy Procedures Document			
A code of conduct for working with children and young people to ensure a fair and equitable club environment is promoted			
A procedure for the recruitment and selection of those who work with children and young people, including access to Disclosure Scotland checks			
A named child protection officer within the club (including a role description) who has attended recommended training ie 'In safe Hands' & 'Safeguarding & Protecting Children in Sport'			

By signing this form on behalf of.....Club I declare that all the information is correct and adhered to.

Name.....

Signed.....

Date.....

Thank you for completing this form. Please note that the details given will be stored on the Lothian Disability Sport (LDS) club database and accessed by LDS staff only.