

Criminal Records Bureau (CRB)



What is a CRB Check?

CRB stands for 'Criminal Record Bureau' process.

The proper name for the CRB check used by The FA is 'Enhanced Disclosure'.

What is an Enhanced Disclosure?

An Enhanced Disclosure is a printed record containing information from the Police National Computer, local Police intelligence and a check of Government lists of those people banned from working with children. The FA uses the information to help decide if a person is suitable to help in children's football.

Is an Enhanced Disclosure the same as a Police check?

Different people call the CRB process by different names. The term 'Police check' is sometimes used. It is not the same as a print out from the local Police station nor is not a 'self declaration' where people declare their history. It is much more detailed and a true record of the person's history.

Why do people in football need to have a CRB check?

Not everyone in football needs to have a CRB check. The law requires that The FA ensures that we do not allow those who are banned from working with children to be involved in youth football. The CRB check is how The FA identifies people who are banned. It also allows The FA to make responsible recruitment decisions about whether people have significant histories that are a potential risk to children. If they do The FA can prevent them from being involved in youth football.

How do I know if I need to do an FA CRB Disclosure?

Those who are working directly with children and young people in football need to have an Enhanced CRB check. This means that if you care for, train, supervise or have sole care of children and young people under the age of 18 in football as part of your normal Club or County duties you do need to have an FA CRB check.

How much does it cost?

The FA charge is £12 for volunteers. This covers all the administration, advice, guidance and any actions needed as a result of the Disclosure

I have got a check for my work or in another sport/volunteer group. Do I need another one?

Yes. The FA has taken advice on this and there are real risks in carrying Disclosures from one job to another. The FA hopes that a new Act (Safeguarding Vulnerable Groups Act) that comes in to being in September 2008 may make it easier to transfer checks from one post to another, but recognises this is currently not clear. As soon as The FA has more information we will update these FAQ's.

How long does it take to get an FA CRB Disclosure?

This partly depends on the person applying but is likely to be about five weeks. If the form is properly completed, identity properly checked and payment made the form will go to the CRB in Liverpool within 48 hours of processing at The FA CRB Unit. If there are mistakes or there is missing information, the applicant will be contacted and asked to provide whatever is missing. It is up to the applicant whether they do this quickly and speed up the process or take their time and slow it down. You can now check the progress of your application on line. Go to www.crb.gov.uk and follow the links to on line tracking.

Who will see my Disclosure?

You will get a copy delivered to your home address and The FA will receive a copy. If the copy is clear of information a record will be kept stating that you have completed the process and there is currently no known reason why you should not be accepted into football. Your Disclosure will then be destroyed immediately. Neither your club nor County will be told what is on your Disclosure. If however you are suspended your Club and County will be told of the suspension.

Three times a year Clubs will be told who in their club has successfully completed the CRB process. This will come on a list to the Club Secretary. This is the only record the Club needs to keep of your Disclosure.

Where can I get more information?

To email an enquiry contact crb@TheFA.com or to speak with someone at The FA CRB Unit ring 0800 085 0506 .

For more about the CRB process visit www.crb.gov.uk or call general enquiries on 0870 90 90 811