**EL DBS checks**

The process for DBS checks is as follows:

1. Email Rebecca Wood at [r.wood@englandlacrosse.co.uk](mailto:r.wood@englandlacrosse.co.uk) with the following information:

* Full Name
* Email address
* Type of check (Enhanced or Volunteer check)
* Who will be paying for the check

1. The applicant will receive an activation email from ‘KnowYourPeople’ - application needs to be completed (check junk).
2. Applicant to get identification documents verified by the club welfare officer or someone within the club committee with a current DBS check.
3. Signed copies/ photos to be sent to Rebecca Wood to process on the system.
4. Certificate will be sent directly to the applicant once the check is complete.

Enhanced check (partaking in paid work) - £54.50

Volunteer check (partaking in none paid work) - £13.25