New Enquiries Process

Gib Girlguiding

Girlguiding SW Region will make contact with the new enquiry.

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Local commissioner to contact new enquiry and agree the role they wish to undertake.

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The role on GO will be added as Unit Helper, this will show as 'active pending'.

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Three things need to happen:

- References x 2
- Safe space level 1
- DBS Check

Commissioner gives the new leader the welcome leaflet and quick reference guide on how to access Go/learning platform .

Once all this is complete the enquiry role will move to active.

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The commissioner will liaise with the new enquiry:

- to complete the e-learning for the LIT process
- safe space level 2. (if appropriate)

NOTES

References

- Responsibility of the commissioner to sort the references.
- HQ Prefer to email people to ask for a reference.
- The referee needs to know the refence is coming by email and they need to respond quickly.

Safe space Level 1

- ALL leaders regardless of role will need to under safe space level 1.
- It's the role of the commissioner to ensure that this gets completed.

DBS Checks

- County ID Verifier will allocate the verifier to do the DBS check
- County ID Verifier will continue to chase and work with commissioners to ensure that DBS check is complete.