Disclosure and Barring Service

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Disclosure & Barring Service

Introduction

Our Purpose:

Protecting the public by helping employers make safer recruitment decisions and by Barring individuals who pose a risk to vulnerable groups from working in certain roles.

The Role of DBS

DBS is responsible for the delivery of disclosure and barring functions on behalf of Government.

- We operate **disclosure** functions for England, Wales and the Islands under Part 5 of the Police Act 1997 supported by the following:
  - Rehabilitation of Offenders (Exceptions Order) Act 1975
  - Safeguarding Vulnerable Groups Act 2006
  - Protection of Freedoms Act 2012
- **We also operate barring functions for England, Wales and Northern Ireland under the following** :
  - Safeguarding Vulnerable Groups Act 2006
  - Safeguarding Vulnerable Groups (Northern Ireland) Order 2007
  - Protection of Freedoms Act 2012

Deciding what level of check you are able to request

Understand: Eligibility and Regulated Activity

- **Who** your organisation provides services for – children/adults/both?
- **What** the role involves
- **How** often it is performed
- **When** you need to consider if it is supervised work
- **Where** the role is performed

Levels of Checks a range of products to suit your needs.

Basic £18

Unspent convictions and conditional cautions

No eligibility

Standard £18

Spent & unspent convictions, cautions, reprimands and warnings

(subject to filtering)

Eligibility only for specific named roles outlined in legislation

Enhanced £38

Spent & unspent convictions, cautions, reprimands and warnings

(subject to filtering)

Relevant police intelligence

Eligibility only for roles seen to be "work with children"/ "work with adults"

Enhanced with barred list checks £38

Spent & unspent convictions, cautions, reprimands and warnings

(subject to filtering)

Relevant police intelligence

Children's and/or adults' barred list (optional)

Eligibility only for roles seen to be "work with children"/ "work with adults"

IN Regulated Activity

DBS workforces

Standard Checks

Standard Eligibility Guidance

Enhanced and Enhanced with Barred List Checks

Work with children – the **child** workforce
Child Workforce Guide

Work with adults – the **adult** workforce
Adult Workforce Guide

Everything else – the **other** workforce
Other Workforce Guide

How to apply for a DBS Certificate

Basic DBS Check

Applied for online at DBS Government Website

or

Through a DBS Umbrella Body Company

Standard, Enhanced and Enhanced with Barred List DBS Checks

Applied through Registered Bodies

Or

Through a DBS Umbrella Body Company

Find a DBS umbrella body company - GOV.UK (www.gov.uk)

The Update Service –supporting your safeguarding measures

Organisations and employers can check online, free of charge with the individual's consent – the certificate must be at a level that you are able to check and for the correct workforce

Those making the check will be advised:

- No new information exists
- If the original certificate contained 'no relevant information'
- New information exists
- There is no record of the certificate in the service

Benefits:

- Re-check when you need to with the individual's consent
- Faster results – you will know instantly if there is no change or if you need to get a new certificate

What level of DBS check are they eligible for?

Jack runs a weekly gardening group for adults who are residents of a local care home. He teaches them gardening techniques.

What level of DBS check are they eligible for?

John has connections with a voluntary organisation and volunteers as a walk leader. Walks are open to any member of the public and they take place on a weekend once a month. All children must be accompanied by a parent / carer. John is also a qualified First Aider.

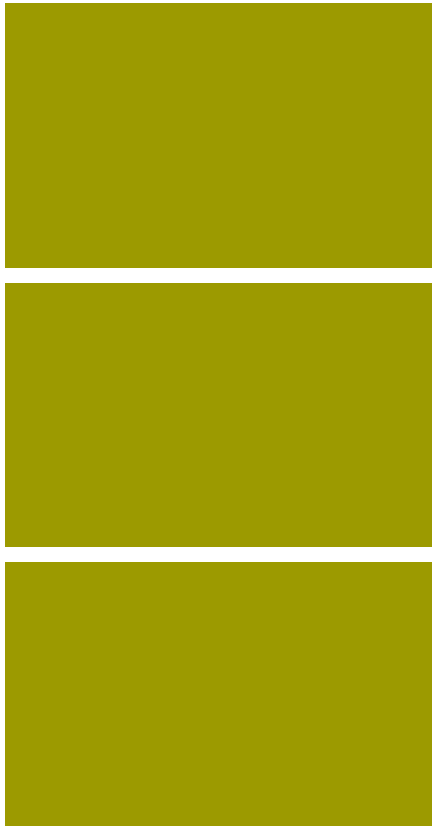
Who has a legal duty to refer?

A Regulated Activity Provider

- Employers or voluntary organisations who are responsible for the management or control of regulated activity and make arrangements for people to work in regulated activity

A Personnel Suppliers

- An employment business, employment agency or an educational institution that makes arrangements with a person with a view to supplying that person to employers to undertake regulated activity



When must you refer?

When two main conditions have been met:

One

You withdraw permission to engage in regulated activity

- Dismissed
- Redeployed
- Retired
- Redundant
- Resigned

Two

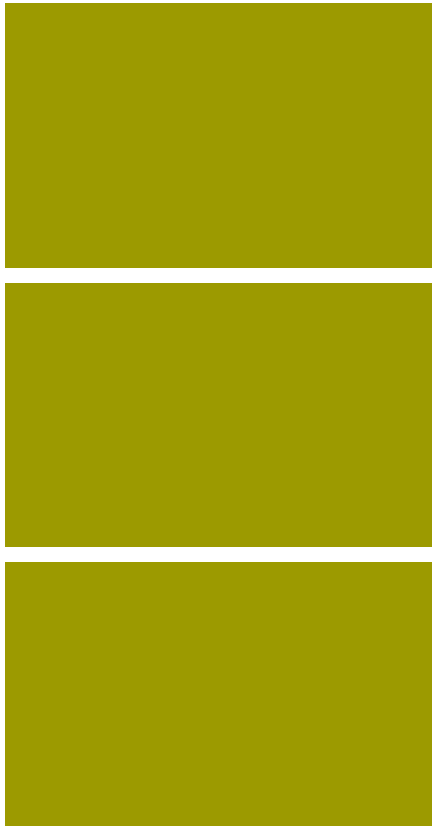
You think the person has either:

- Engaged in relevant conduct
- Satisfied the harm test; or
- Received a caution for, or a conviction for or been convicted for a relevant offence

What is relevant conduct

Conduct which :

- endangers a child or adult or is likely to endanger a child or adult
- if repeated against or in relation to a child or adult would endanger the child or adult or be likely to endanger the child or adult
- involves sexual material relating to children (including possession of such material)
- involves sexually explicit images depicting violence against human beings (including possession of such images)
- is of a sexual nature involving a child or adult



The Harm Test

The harm test is satisfied when Relevant Conduct cannot be established but it appears to the DBS that a person **may**:

- Harm a child or adult who is in receipt of regulated activity
- Cause a child or adult who is in receipt of regulated activity to be harmed
- Put a child or adult who is in receipt of regulated activity at risk of harm
- Attempt to harm a child or adult who is in receipt of regulated activity
- Incite another to harm a child or adult who is in receipt of regulated activity

Useful Links

DBS Guidance Leaflets

DBS Check process explained - video

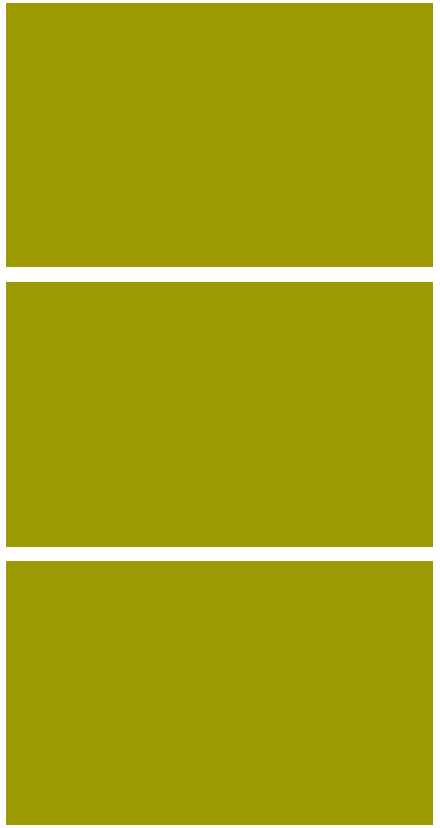
DBS eligibility guidance

Eligibility guidance for enhanced DBS checks

DBS Barring Referral Guidance

DBS Barring Referral Form and Guidance

How to make a Good Quality Barring Referral



How to contact us

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