

## Disclosure and Barring Service Information

### Disclosure and Barring Service: Some useful facts

- DBS checks are just one part of the wider safeguarding process which includes robust recruitment techniques, training and vigilant day-to-day management.
- Focus is on the actual activity rather than the setting of the activity.
- You must not engage in Regulated Activity someone you know has been barred by the DBS.

### Types of Checks

- **Basic check**, which shows unspent convictions and conditional cautions. A basic DBS check can be used for any position or purpose, however for certain roles, you may need a higher level of criminal record check. A basic DBS check is a criminal record check that you can request for yourself. You may also be asked to request a basic check by your employer.
  - **Standard check**, which shows spent and unspent convictions, cautions, reprimands and final warnings.
  - **Enhanced check**, which shows the same as a standard check plus any information held by local police that's considered relevant to the role.
  - **Enhanced check with a check of the barred lists**, which shows the same as an enhanced check plus whether the applicant is on the adults' barred list, children's barred list or both.
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- You should only do a check after the role has been offered.
  - It is illegal to apply for a check unless the role is eligible for one. You must also tell the volunteer why they are being checked.
  - It is free for volunteers.
  - Volunteers can opt to have their DBS check portable but must apply for it **within 30 days** of the issue date of their certificate.
  - With volunteer permission organisations can carry out an instant online check to see if any new information has come to light.

Use the link below to help you decide whether the role is eligible.

<https://www.gov.uk/find-out-dbs-check>

**Where can I get DBS Checks done?**

[www.activebackgroundchecks.com](http://www.activebackgroundchecks.com) or [hello@activebackgroundchecks.com](mailto:hello@activebackgroundchecks.com)

<https://www.ucheck.co.uk/>

NCVO members can make use of their preferred provider

<https://www.ncvo.org.uk/practical-support/trusted-suppliers/supplier-list/2301-disclosure-services-dbs-criminal-record-check-services-supplier>

### **Further information**

NCVO guidance <https://knowhow.ncvo.org.uk/tools-resources/volunteers-and-the-law/vulnerable-clients/disclosure-and-barring-service-dbs>

For those facing stigma or barriers due to their criminal record: <https://www.unlock.org.uk/>

Government Guidance Leaflets: <https://www.gov.uk/government/publications/dbs-guidance-leaflets>

### **Rules that relate to charity trustees and senior managers**

This guidance is for charities in England & Wales. It summarises the changes to the automatic disqualification rules (the rules) that relate to charity trustees and senior managers that are happening in 2018 and how they relate to criminal records. They do not apply to those working or volunteering for social enterprises and other forms of voluntary organisations.



Charities-guidance - New rules aug 2018.pdf