



SUMMARY

DBS checks: summary table 2022/23

Types of DBS check

There are 2 types of DBS check available for those working in schools:

- **Enhanced:** a check of the police national computer records of spent and unspent convictions, cautions, reprimands and warnings, plus additional information such as interviews and allegations (where a chief police officer reasonably believes it's relevant and should be disclosed)
- **Enhanced with children's and/or adults' barred list information:** the same information as the enhanced check, plus checks of whether someone is included on the national DBS 'barred lists' of individuals unsuitable for working with children or adults

This is outlined on page 57 of [Keeping Children Safe in Education \(KCSIE\)](#).

You can only carry out DBS checks for people **over the age of 16**.

Summary

JOB ROLE	ENHANCED DBS CHECK	BARRED LIST CHECK*	NOTES	SOURCES
New school staff	Yes	If involved in regulated activity*	New school staff need an enhanced DBS check. This will need to include barred list information if they're engaging in regulated activity*. Most staff in schools work in regulated activity*, as they work regularly in a position that provides an opportunity for contact with children.	KCSIE, paragraph 219

JOB ROLE	ENHANCED DBS CHECK	BARRED LIST CHECK*	NOTES	SOURCES
Existing staff	<p>No, unless:</p> <ul style="list-style-type: none"> The person moves from a role that isn't regulated activity into one that is regulated activity* There's been a break in service of 12 weeks or more You have concerns about their suitability to work with children (Colleges, 16-19 academies, special post-16 institutions and independent training providers only) A person moves from a post that doesn't involve the provision of education to one that does 	<p>No, unless:</p> <ul style="list-style-type: none"> The person moves from a role that isn't regulated activity into one that is regulated activity* <p>No, unless they're involved in regulated activity* and:</p> <ul style="list-style-type: none"> There's been a break in service of 12 weeks or more You have concerns about their suitability to work with children (Colleges, 16-19 academies, special post-16 institutions and independent training providers only) A person moves from a post that doesn't involve the provision of education to one that does 	<p>DBS checks don't expire, and there's no requirement to renew them regularly.</p> <p>Although DBS checks don't need to be routinely renewed, you should have an ongoing culture of vigilance to make sure that staff continue to share information that may have implications for the safeguarding of children.</p>	<p>KCSIE, paragraph 327 to 328</p>

JOB ROLE	ENHANCED DBS CHECK	BARRED LIST CHECK*	NOTES	SOURCES
Appointees from another school/college	No, unless there's been a break in employment of more than 3 months (though you can still request one to check you have up-to-date information)	If involved in regulated activity*	<p>You don't need to get an enhanced DBS certificate for an appointee who worked in one of these posts, as long as that employment ended under 3 months ago:</p> <ul style="list-style-type: none"> In a school in England – in a post which brought them into regular contact with children or young people, or any post if they were appointed on or after 12 May 2006; or In a further education setting in England, or a 16-19 academy – in a post which involved the provision of education and which brought them into regular contact with children or young people <p>You must always request a new barred list check where appointees will be working in regulated activity*.</p>	KCSIE, paragraph 214
Agency/supply staff	Yes (to be completed by the agency/third-party organisation)	If involved in regulated activity* (to be completed by the agency/third-party organisation)	<p>You must get written notification from the agency/organisation that employs the staff member to say that the necessary checks have been carried out.</p> <p>Make sure this confirmation confirms that the enhanced DBS certificate has been obtained by the agency/organisation, or another such business. Where the enhanced DBS certificate has disclosed any matter or information, you must get a copy of this certificate from the agency/organisation.</p> <p>The agency/organisation must also carry out a barred list check prior to appointment, where necessary.</p>	KCSIE, paragraphs 268 to 270
Trainee teachers (salaried)	Yes	If involved in regulated activity*	For trainee teachers salaried by the school, you as the school are responsible for carrying out the necessary checks.	KCSIE, paragraph 278

JOB ROLE	ENHANCED DBS CHECK	BARRED LIST CHECK*	NOTES	SOURCES
Trainee teachers (fee-funded)	Yes (to be completed by the initial teacher training provider)	If involved in regulated activity* (to be completed by the initial teacher training provider)	<p>Where trainee teachers are fee-funded, it's the responsibility of the initial teacher training provider to carry out the necessary checks.</p> <p>You should get written confirmation from the provider that the checks have been carried out and the trainee has been judged by the provider to be suitable to work with children.</p>	KCSIE, paragraph 279
<u>Contractors</u>	Yes, if they have the opportunity for regular contact with children during their work, or are involved in regulated activity*	If involved in regulated activity*	<p>Where a contractor (or employee of a contractor) is engaging in regulated activity*, an enhanced DBS check with barred list information will be required.</p> <p>Where a contractor (or employee of a contractor) has the opportunity for regular contact with children during their work, but isn't in regulated activity*, they'll need an enhanced DBS check without barred list information.</p> <p>If the contractor is self-employed, you'll need to apply for their DBS check. If they're employed by someone else, you should get written confirmation of checks from the employer.</p>	KCSIE, paragraphs 272 to 276
<u>Governors/ trustees</u>	Yes	If involved in regulated activity*	<p>Maintained school governors, academy members and associate members, trustees, local governors and other trust committee members need enhanced DBS checks. They'll only need barred list checks if also engaging in regulated activity* (governance is not itself a regulated activity).</p> <p>Maintained school associate members don't require a DBS check, unless they're involved in regulated activity.</p> <p>The chair of trustees must have an enhanced DBS check countersigned by the secretary of state.</p>	<p>KCSIE, paragraphs 295 to 308</p> <p>Part 4, section 20(5) of The Education (Independent School Standards) Regulations 2014</p>

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Volunteers	Yes, if involved in regulated activity* Yes, if you deem it necessary after conducting a risk assessment	If involved in regulated activity*	Do a risk assessment and use this and your professional judgement to decide what checks are necessary for volunteers. If volunteers will be involved in regulated activity*, you should get an enhanced DBS check with barred list information.	KCSIE, paragraphs 287 to 291
Visitors	Yes, if visitors are there in a professional capacity (e.g. educational psychologists, social workers, those connected with the building, grounds maintenance etc) No, if visitors aren't there in a professional capacity (e.g. children's relatives or others attending a sports day)	If visitors are there in a professional capacity and will be involved in regulated activity*	You shouldn't request DBS checks or barred list checks, or ask to see existing DBS certificates, for visitors not in school in a professional capacity, such as children's relatives or other visitors attending a sports day. But you should use your professional judgment about the need to escort or supervise such visitors. For visitors who are in school in a professional capacity, you'll need to check ID and be assured that the visitor has had the appropriate DBS check (or the visitor's employers have confirmed that their employee has had the appropriate checks).	KCSIE, paragraphs 281 to 284
Work experience students	Yes, if 16 or older	If 16 or older and involved in regulated activity*	If the activity undertaken for work experience takes place in a 'specified place' such as your school, with opportunity for contact with children, this may be considered regulated activity* and the relevant checks should be carried out. DBS checks can't be carried out on children under the age of 16.	KCSIE, paragraph 316 A representative from the DBS

JOB ROLE	ENHANCED DBS CHECK	BARRED LIST CHECK*	NOTES	SOURCES
Work experience providers	<p>If the child being supervised is under 16:</p> <ul style="list-style-type: none"> Decide on checks required for the individual supervising them after considering the circumstances, including the nature of the supervision and the frequency of the activity Yes, if regulated activity* 	If the child being supervised is under 16, and if the individual supervising them is involved in regulated activity*	<p>If you're organising a work experience placement, you should make sure that the placement provider has policies and procedures in place to protect children from harm.</p> <p>If the child is under 16 and the individual is involved in regulated activity*, you could ask the employer providing the work experience to make sure the individual is not a barred person.</p> <p>You don't need to request an enhanced DBS check with barred list information for staff supervising children aged 16 to 17 on work experience.</p>	KCSIE, paragraphs 312 to 315
Employed sixth form students	Yes	If involved in regulated activity*	<p>If you're employing sixth form students from another school, you should treat these students like any other employee, and get the appropriate level of DBS check for the role they've been hired to do.</p> <p>If you're employing your own sixth form students to carry out any paid work that could involve contact with pupils, you'll still need to have DBS checks for these students.</p>	A representative from the Association of School and College Leaders (ASCL)
Out-of-school club staff	Yes (to be completed by the out-of-school club)	If involved in regulated activity*	<p>If you believe there's the possibility of unaccompanied club staff coming into contact with pupils at the school, you're able to check with the club that it has carried out the relevant checks on staff.</p> <p>It's up to you to decide how best to assure yourself of this. For example, you could ask to see DBS check certificates for relevant club staff, or ask the club for written confirmation that checks have been carried out.</p>	A representative from ASCL

* Barred list checks can only be carried out on those who are engaging in regulated activity. The definition of '[regulated activity](#)' includes where individuals:

- Are responsible, on a regular basis, for teaching, training, instructing, caring for or supervising children; or
- Carry out paid, or unsupervised unpaid, work regularly where that work provides an opportunity for contact with children; or
- Engage in intimate or personal care or overnight activity, even if this happens only once