https://www.gov.uk/disclosure-barring-service-check/overview

1. Overview:

DBS check may be needed for:

Certain jobs or voluntary work - like working with children, or in healthcare. This includes carrying out research.

Note: There are different rules for getting a criminal record check in Scotland and Northern Ireland.

2. Who can ask for a DBS check:

The <u>DBS eligibility guidance</u> lists most roles that are eligible for a check. However, the guidance isn't comprehensive, and you should <u>contact the DBS</u> if you're unsure.

If you're the person being checked - 'the applicant' - the employer will give you a form to fill in and return to them along with <u>documents proving your identity</u>.

You can't do a criminal records check on yourself.

If you need to run a check on yourself, you can get a 'basic disclosure' with details of any unspent convictions from <u>Disclosure Scotland</u> (anywhere in the UK).

Types of criminal records check

There are 3 types of check. The employer or organisation running the check should provide the applicant with more information about the level of check required.

Type of check and cost (as of 2013)	What it will check for	How long it normally takes
Standard - £26	Spent and unspent convictions, cautions, reprimands, final warnings	About 2 weeks
Enhanced - £44	As above - plus any additional information held locally by police forces that's reasonably considered relevant to the post applied for	About 4 weeks
Enhanced with list checks - £44	As above - plus a check of the appropriate DBS barred lists	About 4 weeks

Checks for eligible volunteers are free of charge. This includes anyone who spends time helping people and:

- isn't being paid (apart from travel and other approved out of pocket expenses)
- isn't just looking after a close relative

A DBS check has no official expiry date. Any information included will be accurate at the time the check was carried out. It is up to an employer to decide if they think a new check is needed.