

Introduction to DBS

Laura Gaskell – National Outreach Advisor
5th June 2024



Disclosure &
Barring Service

Introduction

Our Purpose:

Protecting the public by helping employers make safer recruitment and employment decisions, and by barring individuals who pose a risk to vulnerable people.

Our vision:

Making Recruitment and Employment Safer, by being a visible, trusted, and influential organisation. We will provide an outstanding quality of service to all of our customers and partners. Our people will understand the important contributions they make to safeguarding and feel proud to work within an inclusive and increasingly diverse organisation.



The role of DBS

The Disclosure and Barring Service, also known as DBS, is responsible for the delivery of disclosure and barring functions on behalf of government.

We operate **disclosure** functions for England, Wales, Jersey, Guernsey, and the Isle of Man 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

DBS Outreach Service

As the National Outreach Advisor, I support organisations and networks in several ways, including:

- Answering DBS-related queries and providing advice
- Informing how DBS forms a part of safer recruitment and safeguarding
- Attending meetings, training and conferences
- Developing and delivering presentations, workshops, webinars or discussions to provide an overview of DBS
- Collating feedback, suggestions or comments and feeding this back into DBS
- Helping organisations to understand what level of DBS check can be applied for, and what information these checks will provide
- Informing organisations and employers of their duty or power to refer



How can we work together?

As the National Outreach Advisor, I act as a point of contact for national organisations who have any barring-related queries, or would like support where safeguarding, referrals, and the legal duty to refer are concerned.

Through Outreach services DBS is keen to partner with stakeholders on national campaigns keeping safeguarding at the forefront and raising awareness; helping to protect the public – children and vulnerable adults.

DBS maintains two Barred Lists – the Adults' Barred List, and the Children's Barred List and also makes informed decisions as to whether an individual should be included in one or both lists.



Examples of Support

- Provide advice on levels of eligibilities for DBS checks in relation to staff and volunteers when working with children and vulnerable adults.
- Support around the conditions of making a barring referral and the information needed when making a referral
- Guidance regarding the legal duty to make barring referrals to DBS – Including how this can form part of Safeguarding Policies
- Reviewing new drafts of Safe Recruitment and Safeguarding Policies in relation to DBS products



Our Offer

Introduction and Overview of DBS (1 hour)

- Who are DBS and what is our role?
- Introduction to the different levels of DBS checks
- Introduction to The Update Service

Disclosure Workshop (2 hours)

- Understanding the different levels of checks
- Understanding eligibility – when are roles eligible for a DBS check
- What 'Regulated Activity' is

DBS Update Service (1 hour)

- What the Update Service is and is not
- Which DBS certificates can be registered
- Status checking and interpreting results

DBS Enhanced Check Process (1 hour)

- Understanding the different levels of checks
- Understanding the Enhanced check – the process
- Learning when checks can take longer

What would you like to see from DBS?

Our Offer

Barring Workshop (2 hours)

- Three different referral routes
- Understand when a DBS referral should be made
- How to make a referral

Harmful Behaviour Outside of The Workplace (1 hour)

- What we mean by harmful behaviour
- Relevant conduct and risk of harm
- Harmful behaviour and the transferability of risk

Good Quality Referrals (1 hour)

- Legal duty to refer
- Information and important documents to include
- Responding to information gathering requests

Legal Duty to Refer (1 hour)

- When a DBS barring referral should be made and when the legal duty is met
- The consequences of not making appropriate barring referrals
- The consequences of being on a barred list.

How to Use The Barring Referral Service (1 hour)

- The benefits of using the Barring Referral Service
- Step by step guide to using the service
- Important information to consider

Resources and Support

How DBS works to safeguard the public

[How DBS works to safeguard the public - YouTube](#)

Guide to DBS Checks

[A guide to DBS checks - YouTube](#)

DBS checks in sport - Working with Children
[DBS Checks in Sport- Working with Children \(English\)](#)

DBS checks in sport- Working with Adults.

[DBS Checks in Sport- Working with Adults \(English\)](#)

How to make a good quality barring referral.

[How to make a good quality barring referral - YouTube](#)

Barring Referrals – Your guide on how and when to make one.

[Barring Referrals- how and when to make one. \(English\)](#)

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

Laura.Gaskell@dbs.gov.uk

Regional Outreach:

Email: DBSregionaloutreach@dbs.gov.uk

Further information - Disclosure:

Customer Services: 03000 200 190

Email: customerservices@dbs.gov.uk

Website: www.gov.uk/dbs

Further information - Barring:

Helpline: 03000 200 190

Email: Contactus@dbs.gov.uk

Facebook: <https://www.facebook.com/dbsgovuk/>

Twitter: <https://twitter.com/DBSGovUK>

Please get in touch for bespoke support:

- Questions about DBS checks, eligibility and regulated activity
- Support with making barring referrals and the “legal duty to refer”
- Delivery of training and workshops directly to your team or network
- Support your training programmes that require DBS information
- Provide us feedback so we can improve our DBS products and services

How to contact us

Regional Outreach:

Email: DBSregionaloutreach@dbs.gov.uk

Partnerships Team:

Email: DBSEngagement@dbs.gov.uk

Further information - Disclosure:

Helpline: 03000 200 190 | Email: customerservices@dbs.gov.uk

Further information - Barring:

Helpline: 03000 200 190 | Email: Contactus@dbs.gov.uk

Website: www.gov.uk/dbs

Facebook: <https://www.facebook.com/dbsgovuk/>

Twitter: <https://twitter.com/DBSGovUK>

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- Provide us feedback so we can improve our DBS products and services

How to contact us – Regional Outreach Advisers

North West: Jordan Hayden
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North East: Julia Mitchinson
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Yorkshire &
The Humber: Rebecca Bool
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South East:
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South West: Mel Berry
Mel.Berry2@dbs.gov.uk

Wales: Carol Eland
CarolAnn.Eland@dbs.gov.uk

Northern Ireland: Sean Maskey
Sean.Maskey@dbs.gov.uk

Thank you for listening.

Any questions?