



## Disclosure & Barring Service

### Disclosure

- ▶ Around 4.1m certificates issued annually
- ▶ Over 800k applications for volunteer positions processed annually
- ▶ Almost 400k subscribers to the update service since launch

### Barring

- ▶ Over 57k individuals on an Adult and/or Children's barred list
- ▶ Around 24k Auto-bar cases considered annually
- ▶ More than 6.5k discretionary referrals handled annually

### Contact

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[www.gov.uk/dbs](http://www.gov.uk/dbs)



## Disclosure & Barring Service

# Who we are and what we do





**We protect the public by ensuring that balanced suitability decisions are made on the right information**

# Who we are and what we do

**89% of our customers agree that DBS makes a difference to public safety**

Disclosure and Barring Service (DBS) was formed in 2012 under the Protection of Freedoms Act 2012 (POFA), replacing the Criminal Records Bureau (CRB) and the Independent Safeguarding Authority (ISA).

We help employers make safer recruitment decisions, by providing them with the right information, at the right time - preventing unsuitable people from working with vulnerable groups, including children.

We process over **4 million** disclosure checks a year and hold more than **57,000** people on a barred list.

Independent Ipsos Mori research shows that DBS provides a valuable service: 89% of our customers agree that we make a difference to public safety, by helping employers make effective recruitment and other safeguarding decisions.

## We are responsible for:

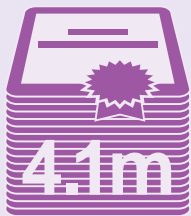
- ▶ processing requests for standard and enhanced disclosure checks (also known as criminal record checks)
- ▶ holding and maintaining a register of organisations who are approved by DBS to submit applications for disclosure checks
- ▶ making considered decisions about whether an individual should be barred from engaging in regulated activity with children and/or adults
- ▶ maintaining the children's and adults' barred lists
- ▶ making decisions about removing a person from a barred list
- ▶ operating a system of updating standard and enhanced disclosure certificates through the update service

Disclosure check services can be accessed through registered bodies. Before an organisation considers asking an individual to apply for a disclosure check, they are legally responsible for ensuring the position is eligible under the current legal provisions.

Individuals cannot apply directly to DBS for a disclosure check



## Disclosure



Around 4.1 million certificates issued annually



Over 800k applications for volunteer positions processed annually

### Levels of disclosure checks available:

- ▶ **standard checks** – to be eligible for a standard level disclosure check, the position must be included in the Rehabilitation of Offenders Act (ROA) 1974 (Exceptions) Order 1975
- ▶ **enhanced checks** – to be eligible for an enhanced level disclosure check, the position must be included in both the ROA Exceptions Order and in the Police Act 1997 (Criminal Records) regulations
- ▶ **enhanced checks with children's and/or adults' barred list check(s)** – to be eligible to request a check of the children's or adults' barred lists, the position must be eligible for an enhanced level disclosure check and be specifically listed in the Police Act 1997 (Criminal Records) regulations

The minimum age at which someone can be asked to apply for a disclosure check is 16 years old.

## Barring decisions

We make fair, consistent and thorough barring decisions, which are an appropriate response to the harm that has occurred, as well as the risk of harm posed.

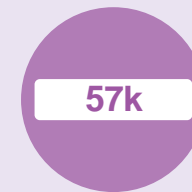
We are acutely aware of the impact barring or not barring can have, both to the individual under consideration and those who they have, or could have, come into contact with.

### Employers must refer an individual to DBS if they:

- ▶ dismissed them from working in regulated activity because they have harmed someone while at work
- ▶ dismissed or removed them from working in regulated activity because they might have harmed someone while at work
- ▶ were planning to dismiss them for either of these reasons, but the individual resigned first

**It is a legal requirement that you refer an individual to DBS if any of the above circumstances apply.**

## Barring



Over 57k individuals on an Adult and/or Children's barred list



More than 24k Autobar cases considered annually

# Making a referral

It is against the law to employ an individual or allow them to volunteer to work with vulnerable groups, including children, if you know they are on one or both of the barred lists

Referrals are made to us when an employer or organisation has permanently removed an individual from regulated activity, either because that person has caused harm, or poses a future risk of harm to children or vulnerable groups. In these circumstances, the employer must make a referral to DBS.

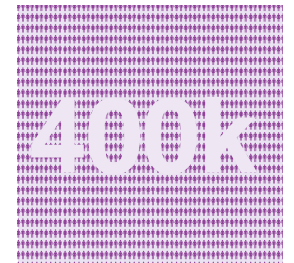
Where a person or organisation has a legal duty to refer, there are two main conditions which should be met:

1. they have permanently removed a person from regulated activity through dismissal or permanent transfer from regulated activity (or would have if the person had not left, resigned, retired or been made redundant); and
2. they believe the person has either:
  - a. engaged in relevant conduct
  - b. satisfied the 'harm test' (i.e. no action or inaction occurred, but the present risk that it could was significant)
  - c. received a caution or conviction for a relevant offence (a list of these offences is available on the DBS website, or by calling the helpline for advice)

## Other services we provide:

- ▶ **tracking the progress of your disclosure checks via the DBS tracking service:** this service enables individuals and employers to track the progress of individual or multiple applications being processed by DBS
- ▶ **the update service:** once registered for an online account, an individual can attach their disclosure certificate to the subscription and give permission for employers to check online that the information is up-to-date

For more information about the update service, please go to [www.gov.uk/dbs-update-service](http://www.gov.uk/dbs-update-service)



Almost 400k subscribers to the update service since launch

## Who we work with

We are a Non-Departmental Public Body (NDPB) of the Home Office, working with a number of organisations and partners to keep the public safe, for example:

- ▶ **Police** – we work very closely with the police, who provide us with information that is held by them locally or on the police national computer
- ▶ **Department for Education** – responsible for determining policy in relation to children
- ▶ **Department of Health** – responsible for determining policy in relation to adults
- ▶ **TATA Consultancy Services (TCS)** – contracted to operate our administrative infrastructure, as well as the call centre for our disclosure service
- ▶ **Registered Bodies** - organisations that have registered with DBS to submit disclosure applications. They validate information provided by the applicant, carry out identity checks, submit the fully completed applications and countersign application forms to confirm eligibility
- ▶ **Keepers of Register** - a regulator who manages the register, qualifications, training and conduct of people who engage in their particular profession, for example, a doctor, nurse, dentist, midwife
- ▶ **Supervisory authorities** - an inspecting or regulatory body, for example, Ofsted, Care Quality Commission, National College for Teaching and Leadership
- ▶ **Ministry of Justice** – responsible for setting policy position in regard to the rehabilitation of offenders and any exceptions and rules applied

## Becoming a centre of excellence

Our mission is to become government's centre of excellence for suitability information. And to do so, we will continue to improve our capability by:

- ▶ investing in quality research to listen to our customers and partners - and enhance their experience
- ▶ launching a new, secure web portal to improve efficiency and accessibility of information
- ▶ expanding our products and services to add value to government and offer more choice to both employers and individuals
- ▶ developing stronger partnerships to further support safeguarding initiatives and maximise the impact of our work
- ▶ continuing to collaborate and share intelligence with our partners to inform policy and improve public safety

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