



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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Disclosure & Barring Service

Disclosure application process for volunteers



Disclosure application process for volunteers

Applicants do not pay for disclosure checks for volunteer positions; however these checks are processed in exactly the same way as for a paid position

When submitting an application for a standard or enhanced disclosure check, you need to consider if the position is eligible, in accordance to the relevant legislation. This is the case for both paid and voluntary positions.

All standard and enhanced disclosure checks now show if a fee has been charged by DBS. This means applicants can see whether the certificate was issued for a paid role or a volunteer role.

Please note: An administration fee may be charged by the organisation that submits the application to us. This is not the same as the disclosure check fee and will not appear on the certificate.

To qualify for a free-of-charge volunteer check, the applicant must not:

- ▶ benefit financially from the position for which the application is being submitted
- ▶ receive any payment (except for travel and other approved out-of-pocket expenses)
- ▶ be on a work placement
- ▶ be in a trainee position or undertaking a course of study that will lead to a full time role/qualification
- ▶ be a paid foster carer or a member of a foster care household

Submitting an application for a disclosure check - voluntary positions

Step 1

Establish whether the role is eligible for a disclosure check. You can use the updated eligibility guidance on our website as a starting point.

Step 2

If the role is eligible, consider whether it meets our definition of a volunteer. We define a 'volunteer' as:

'A person engaged in an activity which involves spending time, unpaid (except for travel and other approved out-of-pocket expenses), doing something which aims to benefit some third party other than, or in addition to, a close relative.'

Step 3

If the applicant is considered a volunteer in accordance to the definition at step 2, complete the relevant sections on our application form.

We monitor volunteer applications and will take action if we believe inappropriate volunteer applications are submitted.

Over 20% of disclosure checks are for voluntary positions

