

# Disclosure and Barring Service (DBS\*) Check



***\*formerly CRB***

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All posts at the school are considered as a "Regulated Position" it is subject to a Disclosure and Barring Service (DBS) record check.

*A "Regulated Position", (under the Criminal Justice and Court Service Act 2000), is a post where normal duties involve carrying out work of any sort in certain types of establishment. The list of establishments includes "an educational institution which is exclusively or mainly for the full-time education of children" which indicates any post in a school or education centre.*

**The selected candidate will be asked to complete a DBS application online and provide evidence of identification. The application will be checked under DBS procedures and you will be issued with a copy of a certificate giving the outcome. It is your responsibility to present this certificate to your employer.**

## **Code of Practice on the use of Disclosure Information**

The Code of Practice is intended to ensure that the information released will be used fairly and to ensure that sensitive personal information is handled and stored appropriately. If the Disclosure reveals a criminal history, where appropriate it will be discussed with the candidate before an appointment decision is made, but the fact that a person has a criminal record does not automatically render him or her unsuitable for work with children. A person's suitability will be looked at as a whole in the light of all of the information available.