



DBS Eligibility: Determining the correct level of checks

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Aims of the Eligibility Criteria

- Understand the different levels of DBS checks available.
- Understand what roles are eligible for what levels of check and why.
- Understand what is regulated activity.
- Use practical examples to decide what level of checks role could be eligible for.

[DBS eligibility guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/dbs-eligibility-guidance)

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Child Protection in Sport Unit

BJA commitment
to Safer
Recruitment

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DBS Strategy

Our Purpose:
Protecting the public by helping employers make safer recruitment decisions and by Barring individuals who pose a risk to vulnerable groups from working in certain roles.

Our vision:
Making Recruitment Safer
By being a visible, trusted and influential organisation, providing an outstanding quality of service to all our customers and partners. Where our people understand the important safeguarding contributions they make and feel proud to work here.

DBS 2025 strategy - GOV.UK www.gov.uk



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Safeguarding Environment:Our Strategy: Safe, Inclusive & Accessible Clubs



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The Role of DBS

DBS is responsible for the delivery of disclosure and barring functions on behalf of Government.

- We operate **disclosure** functions for England, Wales and the Islands 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

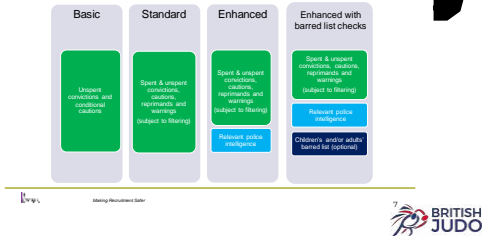
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A Guide: DBS Checks and You

Quick Guide to DBS Checks.pdf (publishing.service.gov.uk)



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DBS Filtering Rules

DBS filtering guide - GOV.UK (www.gov.uk)

Convictions

- A conviction will be filtered from a criminal record certificate only if:
 - 11 years have elapsed since the date of conviction (5½ years if under 18 when convicted);
 - it is the person's only conviction;
 - it did not result in a custodial (or suspended) sentence;
 - it is not on the DBS list of specified offences that will never be filtered.

Cautions, reprimands or final warnings

- A caution for adults will be filtered after 6 years have elapsed since the date of the caution – and only if it does not appear DBS list of specified offences that will never be filtered.

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Deciding what level of check you are able to request

Understand:

- Who** your organisation provides services for – children/adults/both?
- What** the role involves
- How** often it is performed
- When** you need to consider if it is supervised work
- Where** the role is performed

There are some different rules for roles in Wales

DBS online eligibility guidance

<https://www.gov.uk/government/collections/dbs-eligibility-guidance>

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DBS workforces

Police Act 1997 (Criminal Records) regulations separate eligibility for enhanced DBS checks into:

- Work with children – the **child** workforce
- Work with adults – the **adult** workforce
- Everything else – the **other** workforce



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Who is the service for?

CHILD

A person who has not yet reached the age of 18



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What, how often and is it supervised?

Regulated activity

Regulated activity	Once	More than 3 days in a 30 day period	Once overnight with opportunity for contact between 2am and 6am
Providing health care	Yes	Yes	Yes
Providing personal care	Yes	Yes	Yes
Teaching, training and instruction - unsupervised	No	Yes	Yes
Caring for or supervising - unsupervised	No	Yes	Yes
Providing advice or guidance on physical, emotional or educational well being	No	Yes	Yes
Driving children under arrangement	No	Yes	No
Moderating an online chat room	No	Yes	No
Registering to be a childminder (including voluntary reg)	Not applicable		
Registering to be a foster carer	Not applicable		
Day to day managers of staff in regulated activity			



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**What is done for the adult
Does not occur with BJA**

Regulated Activity

If done once the following activities are regulated activity with adults	
Providing health care	By or under the supervision of a healthcare professional
Providing personal care	Washing and dressing, eating, drinking and toileting
Social Work	Provided by a social care worker to an adult who is a client or potential client
Assistance with the day-to-day financial running of the adult's own household	Managing cash, bills or shopping
Assistance with the conduct of an adult's affairs	Power of attorney, deputies appointed under Mental Health Orders
Conveying an adult	Must be for health, personal or social care due to age, illness or disability

Day to day managers of staff in regulated activity

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**Work with adults which is not
regulated activity– the rules**

Step 1: The adult must be 18 or over **and**
Receiving a listed health or social care service **or**
Receiving a listed activity set out in legislation

Step 2: The employee must do one or more of the activities below
- Train, teach, instruct, provide assistance, advice or guidance
- Care for, supervise, provide treatment or therapy
- Moderate a public interactive electronic communication service
- Work in a care home
- Drive adults under contract arrangements

Step 3: Carry out the work often enough

Does not occur with BJA

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**Work with adults – what else is
included?** Does not occur with BJA

- Trustees of adult's charities
- Specific positions in England & Wales
examples would include CQC inspectors in England, local authority social services staff, Directors of social services in Wales but there are more
- Managing anyone who carries out work with adults activities

Use DBS online adult workforce guide for more information

<https://www.gov.uk/government/collections/dbs-eligibility-guidance>
Direct link to Sports with Adults leaflet

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Regulated Activity with adults examples in the Sports sector

Health Care Professionals



3 **RESEARCH** *Making Recruitment Safer*



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APPLY NOW

Examples of whether criteria applies in BJA?

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What level of check: Yes, Enhanced DBS with Child Barring Check



Joshua runs a Judo group for 11-15-year-olds. He trains the children Saturday mornings in the local Judo Club.

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What level of check: Yes,
Enhanced DBS with Child
Barring Check



Leona is a volunteer
CWO at her club .



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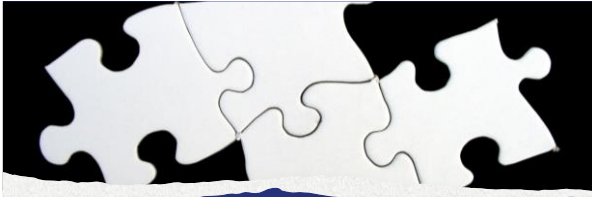
Regulated Activity – Yes, or No?

Mick is a referee for Judo Events &
Competitions. He referees at least
once a week.

We are encouraging referees &
officials to voluntarily obtain a
Basic DBS



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In addition

BJA will look at an additional roles to see if they meet the eligibility for a DBS; i.e. Basic DBS for staff accessing sensitive information

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Useful Links

- [DBS Guidance Leaflets](#)
- [DBS Check process explained - video](#)
- [DBS eligibility guidance](#)
- [Eligibility guidance for enhanced DBS checks](#)
- [Direct link to Sports with Children leaflet](#)
- [Direct link to Sports with Adults leaflet](#)
- [Work with children guidance](#)
- [Work with adults guidance](#) – Annex 1 on page 11 has a three-step guide to establishing if there is eligibility under work with adults (enhanced check without a barred list)

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BJA Relationship with the DBS Partnership & Engagement Team

Partnership and Engagement Team
Email DBSEngagement@dbs.gov.uk

Further information - Disclosure:
- Customer Services: 03000 200 190 –
- Email: customerservices@dbs.gov.uk

- Website: www.gov.uk/dbs

- Twitter: @DBSgovuk

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Four Nations

- Wales:
- [Disclosure and Barring Service - GOV.UK \(www.gov.uk\)](#)
- [About us - Disclosure and Barring Service - GOV.UK \(www.gov.uk\)](#)

Northern Ireland:
• [AccessNI criminal record checks | Indirect](#)



- Scotland:
- [Disclosure Scotland Check - Basic, Standard, Enhanced - DBS Online Scottish \(dbs-online.org.uk\)](#)
- [Disclosure Scotland - DBS Online Checks](#)



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BJA DBS: DBS@britishjudo.org.uk

• [Disclosure and Barring Service - British Judo](#)

• **Applying for a DBS check**

- This will enable the BJA to make safer decisions to prevent unsuitable people from working with vulnerable groups, including children and vulnerable adults.
- We require full name of the applicant and an individual email address for each applicant alongside why you need a DBS such as Coach or Club Welfare Officer alongside your British Judo Membership Number (or equivalent Home Nations Membership Number).