**DBS POLICY**

**Disclosing Barring System**

**It is the responsibility of the Trustees to ensure that**:

1. An enhanced criminal record check been made by the in respect of any member of staff appointed to a position at the school and was the enhanced criminal record certificate which is the subject of the application obtained before his/her appointment?
2. In the case of any person for whom, by reason of living or having lived outside the United Kingdom, obtaining such a certificate is not sufficient to establish his or her suitability to work in a school, further checks including obtaining certificates of good conduct from relevant embassies or police forces as appropriate will be made.
3. Any member of staff or volunteer carry out work, or intend to carry out work, at the school in contravention of any direction made under section 142 of the 2002 Act (A) or any disqualification, prohibition or restriction which takes effect as if contained in such a direction then (A Child barring list check will be completed also where a person does not have a CRB check).
4. In the use of supply staff provided by an agency written confirmation must be received from the agency, before any supply staff start work, that checks have been carried out on identity, right to work in the UK, qualifications, enhanced DBS or, where appropriate, Children Barring list
5. Each individual Trustee of the school or where appropriate the chairperson of the trust will be subject to an enhanced check by the Secretary of State confirming his identity, right to work in the UK, enhanced CRB check, or where appropriate confirmation that he does not contravene section 142 of the 2002 Act (a)
6. Where appropriate the chairperson is responsible to the other members of the trustees to confirm their identity, right to work in the UK, enhanced DBS check, or where appropriate confirmation that he does not contravene section 142 of the 2002 Act (A)

**Further requirements for providing information to DCSF**

Trustees are responsible to provide information to the DCSF where they have dismissed someone from work as a teacher, or in a role involving regular contact with children, because:

* They are considered unsuitable to work with children, or
* As a result of misconduct, or
* Because of a medical condition that raises a possibility of risk to the safety or welfare of children.

Trustees are also required to provide this information where they might have dismissed someone had that person not resigned.