**DBS Update Service Check List**

Applicant Name

DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Position applied for

**This result must be at the correct level for the above position.**

**DBS Certificate no Dated / /**

**Date Certificate Viewed / /**

**Position applied for on the certificate:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please tick the level of certificate:**

**Enhanced Children’s Barred List Adult’s Barred List**

**Remember - only accept a certificate issued at exactly the same level as the role requires**

It is necessary to establish that the certificate is genuine and that the person is who they say they are; therefore you must see exactly the same ID that would need to be produced for a disclosure application.

I confirm that the person named above has proven their identity

Signature

Recruiter name

Date / /

I, the applicant, give (Church/organisation name)

permission to regularly check my DBS status on line until I withdraw consent or step-down from this

role

Signature

Date / /