

The Diocese of Durham
DBS Information Checklist

It is essential that this form is completed and returned with your DBS application form, to ensure the correct check is carried out. Please note if it is not returned we will be unable to proceed with the application.

Name of the Person for whom the check is requested:

Parish:

1. Have you followed the Safer Recruitment process in relation to this role? yes/no
(delete as appropriate)
2. Give a brief description of this role.

<u>Role</u>

3. Is this person a volunteer in line with the DBS definition (See DBS Checklist)? yes/no
4. Is this a paid position? yes/no
5. Will this person have significant contact with children and young people? yes/no
6. Will this person have significant contact with vulnerable adults? yes/no
7. Will this contact be daily/weekly/ monthly/ less frequently/other (please define)?

<u>Frequency</u>

8. Will this person be leading this activity? yes/no
9. Will this person be a helper in a team? yes/no
10. Will this person at anytime work unsupervised? yes/no
11. Will this person be managing or supervising those who work with children, young people or vulnerable adults? yes/no

If you have any questions about the above please contact the Diocesan Office.

To be completed by the DBS Validator

If you are unsure how to answer any of the above please speak with your clergy

Name Signed Date.....