

SAFEGUARDING NEWSLETTER**May 2013**

Emailed to clergy, licensed lay ministers, parish safeguarding officers and church wardens.

WELCOME ... to the Newsletter for Safeguarding Children and Adults who may be vulnerable.

You can find a printer-friendly version of this and previous Newsletters at:

www.peterborough-diocese.org.uk/safeguardingnews**Disclosure and Barring Service (DBS)
UPDATE 23rd May 2013****1 COMPLETING and CHECKING THE DBS APPLICATION FORM**

Due to a change in legislation we are now required by the DBS to complete Box x 61 differently, and should start doing this NOW. Changing the way we complete this field now, for all DBS application forms, will ensure that any DBS certificate issued after the **Update Service** commences (see below) can be used by you in the new service, and to take it with you from role to role in the relevant workforce. This is because the Police will now use this broader definition of “workforce” to assess the relevance of any information that they may consider for release, in place of “position applied for”.

What is now required:

You should now include one of the following phrases in field **x61**, line 1.

- **Child Workforce** *use this for any position that involves working/volunteering with children*
- **Adult Workforce** *use this for any position that involves working/volunteering with adults*
- **Child and Adult Workforce** *use this for any position that involves working/volunteering with children and adults*
- **Other Workforce** *use this for any position that does not involve working/volunteering with children and adults*

The guidance on DBS checks on the Peterborough Website will be amended accordingly in the very near future.

2 The new DBS Update Service

From 17 June 2013 applicants can subscribe to the Update Service with a **new** application or **new** Certificate. Once subscribed the individual can take their Certificate with them from role to role where the same level and type of check are required.

How much will it cost?

There will be a £13 annual subscription fee, free for volunteers.

What is a Status check?

With the individual's permission, employers can go online for a free and instant check to find out whether the individual's Certificate is still up-to-date.

How will employers make a Status check?

From 17th June employers can go to www.gov.uk/dbs and enter their name and organisation together with the applicant's name, date of birth and Certificate number. They do not have to register or subscribe to carry out a Status check.

How can an applicant register?

- subscribe online when they apply for a **paper** DBS check
- The DBS must receive their form within 28 days of subscribing
- their Certificate will automatically attach to their subscription when it is issued

3 Applicant Only DBS Certificates

From 17th June, the DBS will no longer issue a copy of the applicant's DBS certificate to the Registered Body, i.e. Peterborough Diocese. I will send out further guidance concerning the changes that may need to be made to the existing DBS application and checking process and amend current guidance.

Future Safeguarding Newsletters will include information about new Safeguarding Leadership and Specialist Modules.

Don't forget!

You can get information about many of your safeguarding queries on line at

www.peterborough-diocese.org.uk/safeguarding

Or you can ring **Garry Johnson, Safeguarding Officer**, on 01733 887000

garry.johnson@peterborough-diocese.org.uk