

Disclosure and Barring Service (DBS) Verifier

Role

The role of the DBS Verifier is to:

- Verify applications for DBS checks
- Inform the Parish Safeguarding Officer when applications for DBS checks are verified
- Undertake on-line DBS Status Checks where an employee or volunteer has already joined the DBS Update Service
- If the DBS Check is not clear inform the Vicar and Parish Safeguarding Officer immediately.

Reporting to: The Parish Safeguarding Officer

Requirements to be a DBS Verifier

- Be a regular worshipping member of *****
- Have been selected and recruited by the PCC in line with *****'s Recruitment Procedure
- Attend training to be a verifier of DBS Check Forms as recommended by the Diocesan Safeguarding Advisor
- Ensure that all information that is contained in the DBS Application process and DBS Certificate remains confidential
- DBS clearance at enhanced level is not required.

