**Details of DBS application/status check**

**Please use the tab key to move between fields**



|  |
| --- |
| **Applicant details** |
| **School** |  |
| **Position applied for**  |  |
| **Forename(s)** |  |
| **Surname** |  |
| **Date of Birth** |  |
| **Evidence of identity****You should establish an applicant’s identity by asking them to produce the appropriate original documents from the DBS list of acceptable documents** |
| **Date of birth verified****Full name verified****Current address verified** | **[ ]** **[ ]** **[ ]**  |
| **Verification of DBS Certificate** |
| **Date of DBS application form/status check** |  |
| **Date of Certificate** |  |
| **Certificate Number** |  |
| **Workforce (please select)** | **Child** **[ ]  Adult** **[ ]  Child & Adult** **[ ]**  |
| **Disclosures on Certificate** **(please select)**  | **None** **[ ]  Yes, Certificate has disclosures** **[ ]** **If yes please answer the following:****Disclosures discussed with applicant Yes** **[ ]** **Disclosures discussed with HR Provider Yes** **[ ]  No** **[ ]**  |
| **Cleared for appointment**  | **Yes [ ]  No [ ]**  |
| **Signature**(this should be signed by the applicant if they are/ will be a DBS Update Service subscriber) | **I hereby give my ongoing consent for this employer to check my DBS status on the Update Service** **…………………………………………………………………..** |
| **Signature**(this should be signed by the Headteacher or designated officer - please state position) | **…………………………………………………………………….** |
| **Date** |  |