**Details of DBS application/status check**

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



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| **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** |  |