

Please note this list is not prescriptive - eligibility decisions should always be made on the specific and individual duties within a role

As a general position, eligibility to apply for a DBS check is not based on an applicant's job title but is established by looking at the activities and responsibilities carried out by each individual role. It's important to make sure that legislation allows a DBS check to be submitted to make sure the applicant's data protection rights are not breached.

Role	Level of Check / Notes	Suggested Position Applied for
Administrator	Not normally enhanced. You could choose to process a basic.	
Alcohol Licence	Basic	
Caretaker	Normally only eligible for a basic. Enhanced if their responsibilities include supervising children or if in a school see School Caretaker. See flow charts and notes/definitions.	Caretaker supervising children
Childcare Practitioner	Enhanced with the child barred list.	
Children's Apprentice/Intern	Usually eligible for enhanced and often for the barred list. See flow charts and notes/definitions. Normally would be a non-volunteer if part of a course that leads to a qualification, receives any other form of personal benefit e.g. board/lodging, or leads to a full-time role	

Childrens Chaperone	Usually eligible for enhanced, often eligible for the barred list. See flow charts and notes/definitions.	Chaperone with Children
Children's Leader/Worker	Usually eligible for enhanced, often eligible for the barred list. See flow charts and notes/definitions.	Childrens worker
Coffee or Tea Servers	Not eligible for an enhanced, you can choose to process a basic.	
Counsellor	<p>Enhanced if carried out frequently or intensively with adults at risk of harm or on more than one occasion with children. Barred list/s if receiving referrals from healthcare professionals and/or if unsupervised with children. See flow charts and notes/definitions.</p> <p>Would be a non-volunteer if part of a course that leads to accreditation, qualification, receives any other form of personal benefit e.g. board/lodging, or leads to a full-time role</p>	Counsellor / Counsellor in Regulated Activity
Creche Worker	Usually eligible for enhanced, often eligible for the barred list. See flow charts and notes/definitions.	

Debt Advisor (non-CAP)	<p>Enhanced with adult barred list if handling money on behalf of clients (who need help due to age, illness or disability and who are in receipt of health or social care) or providing counselling by means of a social services or health care professional referral.</p> <p>Standard if carrying out FCA Controlled Function.</p> <p>Basic can be requested if not eligible for standard/enhanced.</p> <p>See flow charts and notes/definitions for further information on all levels of check, which may be applicable.</p>	
Delivery Driver	<p>Not eligible for an enhanced, you can choose to process a basic.</p>	
Designated Safeguarding Lead	<p>Often enhanced/barred lists if supervising those eligible for an Enhanced/barred lists check. See flow charts and notes/definitions.</p> <p>You can choose to do a basic if not eligible for enhanced.</p>	

Driver of Adults at Risk	<p>Enhanced if carried out frequently or intensively 4 or more days in a 30 day period, or overnight - adult barred list if taking adults to or from a place where they receive health care (i.e. hospital, GP surgery, nursing home, etc.) or social work services on more than one occasion.</p> <p>Basic can be requested if not eligible for enhanced. See flow charts and notes/definitions.</p>	
Driver of Children	<p>Enhanced if on more than one occasion, barred list if frequently or intensively. See flow charts and notes/definitions.</p>	
FCA Controlled Function	<p>Standard - other workforce</p>	
Foodbank Worker	<p>Not normally eligible for enhanced. You can choose to process a basic. See flow charts and notes/definitions.</p>	
Homeless Shelter Worker	<p>Often not eligible for enhanced. See flow charts and notes/definitions.</p> <p>You could choose to process a basic if only serving food or having a supervised 'friendly chat'.</p>	
Immigration Adviser	<p>Standard - only for those applying to register with (OISC) Office of Immigration Services Commissioner.</p>	

Lead Recruiter/Recruiter	Not normally enhanced. You could choose to process a basic.	
Night shelter Worker	Often not eligible for enhanced but see flow charts and notes/definitions. You could choose to process a basic if only serving food or having a supervised 'friendly chat'.	
Nursery Manager	Enhanced with the child barred list	
Nursery Worker	Enhanced with the child barred list	
Overseas Children's Worker	Usually eligible for enhanced, often eligible for the barred list. See flow charts and notes/definitions.	
Parent and Toddler Group Helper/Leader	Not normally enhanced unless they are caring for children away from the parents/carers. Always needs to be made clear in Section Y, how they are eligible. You could choose to process a basic if not eligible for enhanced.	
Photographer	Normally only eligible for basic.	
Premises Manager	Normally only eligible for a basic. Enhanced if their responsibilities include supervising children or if in a school see School Caretaker. See flow charts and notes/definitions.	

School Caretaker	Enhanced with child barred list	
School Pastor	Enhanced with child barred list	
School Volunteer	Enhanced (without the child barred list) or enhanced with the child barred list if unsupervised - see flow charts and notes/definitions.	
Secretary	Not normally enhanced. You could choose to process a basic.	
Street Pastor	Only eligible for a basic - Ascension Trust requirement	
Trainee Counsellor	<p>Enhanced if carried out frequently or intensively with adults at risk of harm or on more than one occasion with children. Barred list/s if receiving referrals from healthcare professionals and/or if unsupervised with children. See flow charts and notes/definitions.</p> <p>Normally would be a non-volunteer if part of a course that leads to accreditation, qualification, receives any other form of personal benefit e.g. board/lodging, or leads to a full-time role.</p>	

Treasurer	<p>Enhanced if they are a Trustee of a charity that works with children or adults at risk - see notes under 'Trustee'.</p> <p>You can choose to process a basic, if not eligible for enhanced.</p>	
Trustee	<p>Enhanced if the charity works with children and/or vulnerable adults. This applies even if the trustee themselves does not work directly with children or adults. There is no eligibility for a barred list check unless the person is working in Regulated Activity themselves or line manages/supervises someone else who is.</p> <p>Basic if they are a trustee of a charity that does not carry out work or activities aimed at children or adults at risk.</p>	Trustee of Charity
Youth Camp Worker	Usually enhanced with the child barred list. See flow charts and notes/definitions.	
Youth Worker/Leader	Usually eligible for enhanced, often eligible for the barred list. See flow charts and notes/definitions.	