



**Norfolk** County Council



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# **Factsheet 12**

## **Disclosure and Barring Service (DBS) Checks**

# Disclosure and Barring Service (DBS) checks

- A Disclosure and Barring Service (DBS) check is **not always necessary** for staff working with young people
- A DBS check is **no longer required by law** for staff supervising **16 and 17 year-olds** on work experience
- A school may reasonably request a DBS check for a supervisor who:
  - Has designated responsibility for a student **and**
  - Has **substantial one-to-one contact**, especially if:
  - The student is **under 16**, or
  - The student is **vulnerable** (e.g., has special educational needs)
- A DBS check is **not necessary** for staff who are simply **working alongside** the student
- A DBS check may be advisable for staff supervising a **post-16 student** if:
  - The placement is expected to exceed **15 days**
- An employer may request a DBS check for a **post-16 student** if:
  - The industry requires it (e.g. DBS checks are mandatory in sectors such as **education, childcare, health and social care, security and law enforcement, legal and financial**)
  - The placement lasts **longer than 10 days**
- Students **under 16** have **no legal entitlement** to undergo a DBS check
- If a DBS check is required for a student or staff member, the school or college should allow up to **four weeks** for completion. Organisers should bear in mind that if a 16/17 year old needs to have a DBS check that there can be additional challenges as they may not find it easy to provide the required ID.
  - Details of relevant ID can be found at:  
[www.gov.uk/government/publications/dbs-identity-checking-guidelines/id-checking-guidelines-for-standardenhanced-dbs-check-applications-from-22-april-2025](https://www.gov.uk/government/publications/dbs-identity-checking-guidelines/id-checking-guidelines-for-standardenhanced-dbs-check-applications-from-22-april-2025)
- A **pre-placement agreement form** must be completed and signed by:
  - The student
  - The school
  - The parent
  - The employer



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