**Sample**

**DBS Risk Assessment**

[Organisation Name] is committed to offering fair recruitment and equal opportunities for all staff, volunteers and trustees regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background.

[Organisation Name] actively promotes equality of opportunity for all with the right mix of talent, skills and potential and welcome applications from a wide range of candidates, including those with criminal records. Candidates are selected for interview based on their skills, qualifications and experience.

[Organisation Name] is also responsible for ensuring safe recruitment methods for all individuals to protect and safeguard all applicants and service users, therefore the following Risk Assessment will be completed to assess whether a DBS check should be completed.

**Name of Applicant:** ...........................................................................................................

#  Regulated Activity (See flowcharts below)

Is the volunteer in ‘Regulated’ Activity? Yes ¨ No ¨ **If ‘yes’**, an enhanced DBS with Barred list check is required.

Is the volunteer not in ‘Regulated’ Activity? Yes ¨ No ¨ **If ‘no’**, an enhanced DBS without a Barred list check may be obtained

|  |  |
| --- | --- |
| Areas to Consider | Comments |
| Will the volunteer role include supporting children / young people (under 18 years old)? |  |
| Will the volunteer role include supporting Adults at Risk? |  |
| How frequently will the indivdual be volunteering? |  |
| What motivated the individual to volunteer? |  |
| Does the volunteer carry out a similar role with another organisation (or done so in the past)? |  |
| Can the volunteer provide at least one reference from someone other than a family member, including a senior person at the employment or voluntary service named above? |  |
| What do we already know about the volunteer? |  |
| Has the volunteer’s identity been verified? |  |
| Has the volunteer have a DBS check carried out elsewhere in the past? Can they share it? |  |
| If yes - Is the volunteer signed up to the update service? |  |
| Has the volunteer disclosed any information about a criminal conviction / caution relevant to the role in which they are applying? |  |
| Is the organisation aware of any reason to believe the volunteer may not be suitable for the role? |  |

**Definition of an Adult at risk**

An adult at risk is a person aged 18 or over; who:

* has needs for care and support (whether or not the local authority is meeting any of those needs), and
* is experiencing, or is at risk of, abuse or neglect, and
* as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

This may include a person who:

* is an older person who is frail due to ill health, physical disability or cognitive impairment;
* has a learning disability;
* has a physical disability and/or a sensory impairment /or communication difficulty i.e. autism
* has mental health needs including dementia or a personality disorder;
* has a long-term illness/condition;
* misuses substances or alcohol;
* lacks capacity to make specific decisions to make particular decisions

Regulated Activity relating to children and young people

Regulated Activity relating to adults