**Guide Criminal Records Bureau (CRB) checks (Disclosure and Barring Service)**

**Govn. Website for all relevant areas of these changes https://www.gov.uk/crb-criminal-records-bureau-check/overview**

**Part 1: Overview**

The Criminal Records Bureau (CRB) is now called the Disclosure and Barring Service (DBS) - CRB checks are now called DBS checks.

A DBS check may be needed for:

* certain jobs or voluntary work - like working with children, or in healthcare
* applying to foster or adopt a child

There are different rules for getting a DBS check in [Scotland](http://www.disclosurescotland.co.uk/apply/employers/) and [Northern Ireland.](http://www.dojni.gov.uk/accessni)

**Who can ask for a DBS check**

Normally, employers aren’t allowed to ask job applicants about spent convictions, but for jobs that need a DBS check this rule doesn’t apply.

The DBS eligibility guidance lists most roles that are eligible for a check. However, the guidance isn’t comprehensive, and you should [contact the DBS](https://www.gov.uk/crb-criminal-records-bureau-check/contact-disclosure-and-barring-service) if you’re unsure.

If you’re the person being checked - ‘the applicant’ - the employer will give you a form to fill in and return to them along with [documents proving your identity](https://www.gov.uk/crb-criminal-records-bureau-check/documents-the-applicant-must-provide-).

You can’t do a criminal records check on yourself.

If you need to run a check on yourself, you can get a ‘basic disclosure’ with details of any unspent convictions from [Disclosure Scotland](http://www.disclosurescotland.co.uk/apply-online/) (anywhere in the UK).

**Types of criminal records check**

There are 3 types of check. The employer or organisation running the check should provide the applicant with more information about the level of check required.

| **Type of check and cost** | **What it will check for** | **How long it normally takes** |
| --- | --- | --- |
| Standard - £26 | Spent and unspent convictions, cautions, reprimands, final warnings | About 2 weeks |
| Enhanced - £44 | As above - plus any additional information held locally by police forces that’s reasonably considered relevant to the post applied for | About 4 weeks |
| Enhanced with list checks - £44 | As above - plus a check of the appropriate DBS [barred lists](https://www.gov.uk/crb-criminal-records-bureau-check/dbs-barred-lists) | About 4 weeks |

Checks for eligible volunteers are free of charge. This includes anyone who spends time helping people and:

* isn’t being paid (apart from travel and [basic expenses](https://www.gov.uk/volunteering/pay-and-expenses))
* isn’t just looking after a close relative

An employer must not apply for a check unless the job or role is eligible for one. They must tell the applicant why they’re being checked, and where they can get independent advice.

* You are at the beginning of this guide
* [Part 2 Documents the applicant must provide](https://www.gov.uk/crb-criminal-records-bureau-check/documents-the-applicant-must-provide-)