



Important! New DBS system upgrade

Remember, remember the 5th of November!....as part of our ongoing commitment and investment in developing our online DBS platform for members, we'll be releasing an exciting new upgrade on **Thursday 5th November**. We've listened to what our members have been telling us and have incorporated a number of changes in this latest release. Find out more about these changes and what they mean for you below:

What's changing?

The main changes you will see will be in how the system looks and feels. We've given it a fresh new makeover, but more importantly it is now **fully mobile and tablet compatible** for both Parish Identity Verifiers and applicants!

What's staying the same?

There are no changes to any of the current processes, location of data, features, or how you log on to the system for Parish Identity Verifiers or applicants. **Your user and organisation details and passwords will remain the same.**

What do I need to do?

We've **updated our guidance documents** to reflect the change in what you and your applicants will see on screen. These replace our previous guides and are

available on our website or at the link below, so please make sure you download and **replace any versions** you may have stored locally

We've also updated our [online video tutorials](#) which are a handy resource both for Parish Identity Verifiers and applicants. Our tutorials take you step-by-step through some of the common processes for submitting and processing a check.

The **upgrade is scheduled for Thursday morning** so you will be unable to access the system for a short period while we make these changes. We apologise for any inconvenience this may cause, but it shouldn't take long. If you try to log in, and are unable to get access, please try again later.



[Download guides](#)

Volunteering within churches and voluntary organisations has seen a huge rise during the last year as a result of the pandemic. Here's a few tips we've put together to help you make sure your team continues to have the right safeguards in place to protect vulnerable people:

Pastoral care and support

An area that has seen a big increase in volunteering is the provision of pastoral care and support services, and we've been getting a lot of questions about supporting those who are self-isolating. Our advice is:

- If your organisation was supporting an adult **before** isolation because of their vulnerability (i.e. age, illness, disability etc) then this **would qualify** for a DBS check if that same level of support continues even if it is in a difference format.

- If a person is receiving support **because** they are self-isolating (or required to by government guidance/advice) then they are not, as defined by the DBS (Care Act 2014), an 'adult at risk' or 'an adult with care and support needs' and therefore those working with them would be **unlikely to qualify** as eligible for requiring a DBS check. However, you may consider applying for a **Basic Disclosure** for all those involved in this kind of work as a precaution.

Food and distribution of supplies

More organisations are running food banks and food distribution, help with shopping collection, and prescription pick-ups and delivery. This is often in addition to the general assistance offered to those adversely affected by the current situation. In the majority of cases it is volunteers that are stepping in to provide this support. Although **not eligible** for an Enhanced DBS check, a **Basic Check** could provide a level of reassurance for roles that don't meet the criteria for an enhanced check but which involve a certain level of trust.

Online services and youth work

Many roles and activities have moved online and in many instances new people are being recruited to assist in the provision of these services. Our advice is:

- As many youth work activities have been moved online it is important that the usual safer recruitment process is followed. Most of the roles involving regular or intense contact with young people, even if it is virtually, will still **require an Enhanced disclosure**. Also check out our free [downloadable guide](#) on communicating and working safely with young people online.
- Online social media and video platforms such as zoom enable leaders and preachers to connect with an increasing and varied audience. All should receive the usual level of check, and where Enhanced checks are not required, a **Basic Check** could be considered.



Basic Checks

Please get in touch with The Church of England – Birmingham Safeguarding Team if you would like to process a Basic Check. This type of disclosure tells you about any *unspent*

convictions or cautions an individual may have and costs £23 per check for both volunteers and paid employees. *It is optional and not a Church of England requirement.*

Safer Recruitment Training

If you are a Parish safeguarding Co-ordinator or Parish Identity Verifier and have not yet completed your safer recruitment training you can do so by reading the Safer Recruitment presentation on our [website](#) and completing the online quiz (the link is on the last slide). When you submit your quiz responses, we are notified and completion is recorded on our training database.

Steph, Sarah, Claire, Laura & Peter

The Church of England – Birmingham Safeguarding Team

Email: safeguardingsupport@cofebirmingham.com

Tel: 0121 426 0407