

## 7. Further info and links

[Referrals Flowchart \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

[DBS barring referral guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

[DBS referrals guide: referral and decision making process - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

Help and advice are also available from the DBS on 03000 200 190.

Email:

[customerservices@dbs.gsi.gov.uk](mailto:customerservices@dbs.gsi.gov.uk)

Website:

[www.homeoffice.gov.uk/agencies-public-bodies/dbs](https://www.homeoffice.gov.uk/agencies-public-bodies/dbs)

## 6. Types of Barring

### Children's Barred List:

not allowed to engage in regulated activity with children in England, Wales, and Northern Ireland.

### Adults' Barred List:

not allowed to engage in regulated activity with vulnerable adults in England, Wales, and Northern Ireland.

## 5. Examples of abuse and harm

**Physical Abuse**-Suffocating, Assault, Hitting, Slapping.

**Sexual Abuse**-Sexual teasing or innuendo, Indecent images, Rape, Indecent exposure, Sexual harassment, Inappropriate looking or touching.

**Psychological and Emotional Abuse**- Humiliation, Blaming, Controlling, Cyber abuse.

**Neglect/Omission**-Poor hygiene, soiled cloths not changed, insufficient food or drink.

**Financial Abuse**- Misappropriation of Property, theft, fraud.

**Extremism**

## 1. Introduction

### What is Disclosure and Barring Service (DBS) - Legal Duty

The Disclosure and Barring Service (DBS) is responsible for the delivery of disclosure and barring functions on behalf of Government.

The Disclosure and Barring Service can bar a person unsuitable to work with vulnerable people, including children, from working in regulated activity in the future. If a person is barred it becomes an offence for an organisation to knowingly engage that person in regulated activity. Employers and volunteer managers of people working in 'regulated activity' have a legal duty to make referrals to the DBS in certain circumstances.

[Making barring referrals to the DBS - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

## 2. Why

Regulated activity is work (both paid and unpaid) with children or vulnerable adults that meets certain criteria.

Managers must report concerns to their local Human Resources (HR) team, who should seek advice from their Safeguarding Leads and follow their own internal Disciplinary Policy.

## 3. When to refer?

You must refer to DBS when two main conditions have been met.

1. You withdraw permission for a person to engage in regulated activity with children and/or vulnerable adults. Or you move the person to another area of work that is not regulated activity. This includes situations when you would have taken the above action, but the person was redeployed, resigned, retired or left.
2. You think the person has carried out one of the following:
  - Engaged in relevant conduct in relation to children and/or adults. An action or inaction has harmed a child and/or vulnerable adult or put them at risk of harm.
  - Satisfied the harm test in relation to children and/or vulnerable adults, e.g. there has been no relevant conduct but a risk of harm to a child or vulnerable adult still exists.
  - Been cautioned or convicted of a relevant offence.

## 4. What is Relevant conduct for referral?

Conduct which:

Endangers a child or adult or is likely to endanger a child or adult.

An extensive list of relevant conduct can be found:

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