

**Disclosure & Barring Service checks**

**for diocesan trustees in England and Wales**

The Charity Commission for England & Wales recommends that all trustees of charities working with children and vulnerable adults have an enhanced DBS check. This is not dependent on a trustee having any direct contact with vulnerable groups. As part of the body responsible for decision making relating to work with these groups, each trustee should be an appropriate person to undertake such decisions. The Church of England and the Church in Wales have similar requirements for members of PCCs which sponsor and approve work with children and adults at risk.

The B&I Group have agreed that Mothers’ Union trustees in England and Wales must have a DBS enhanced check for working with both children and vulnerable adults issued in the past three years and that each diocesan Mothers’ Union is responsible for the DBS checks of its trustees. DBS checks are for working relating to children or adults or both groups. In most instances, diocesan trustees will require checking for both groups as Mothers’ Union activities are likely to involve both children and adults at risk.

It is recommended that each diocesan Mothers’ Union should:

* Register with one of the safeguarding agencies who offer electronic DBS checks.
* Appoint an appropriate individual to be responsible for administering the checks, being informed of check results and maintaining appropriate records.

*Thirtyone:eight* is recommended as a safeguarding agency. It is a Christian organisation specialising in supporting faith groups and widely used by Anglican dioceses as well as Mothers’ Union for the central staff. There is an annual registration fee as well as an administration charge for each check, but this includes access to their safeguarding helpline. Some agencies only offer a processing service for DBS checks.

A trustee who has had an equivalent check with another voluntary organisation and is registered with the DBS Update Service can give permission for their record to be checked via that service by the diocesan Mothers’ Union. Further information about the DBS Update Service can be found at <https://www.mothersunion.org/sites/default/files/resources/public/DBS%20and%20criminal%20record%20checks%20England%20and%20Wales.pdf>

It is recommended that Mothers' Union trustees who are DBS checked register with this service, once they receive their certificate. There is no charge for volunteers to register – but it must be done within 30 days of the ‘date of issue’ displayed on the DBS certificate.

Similarly, a Mothers’ Union trustee with an equivalent current certificate as a volunteer within the Church of England or the Church in Wales can use that certificate through the portability provisions of the DBS system.