

**Disclosure & Barring Service (DBS) Status Check - Directorates**

**To be completed by Manager**

|  |  |
| --- | --- |
| **Candidates/Applicants Full Name** |  |
| **Date of Birth** | **/ /** |
| **National Insurance No.** |  |
| **Certificate Number** |  |
| **Date of Issue** | **/ /** |

*Mandatory* **n/a n/a **

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| --- | --- | --- | --- |
| **Children’s Barred List** |  | **Adult Barred List** |  |
| **Children’s & Adult Barred Lists** |  | **Neither Barred List** |  |

|  |  |
| --- | --- |
| **Position/Role** |  |

I can confirm that the original DBS Certificate has been seen and, if applicable, I have checked to ensure there is no change in Status via the Employer’s login: [***https://secure.crbonline.gov.uk/crsc/check?execution=e1s1***](https://secure.crbonline.gov.uk/crsc/check?execution=e1s1)

|  |  |
| --- | --- |
| **Data Checker/Manager’s Name** |  |
| **Data Checker/Manager’s Signature** |  |
| **Date** | **/ /** |
| **Department/Location** |  |
| **Contact email** |  |

**To be completed by Candidate/Applicant**

If you have registered to the on-line Update Service: ([***https://secure.crbonline.gov.uk/crsc/subscriber***](https://secure.crbonline.gov.uk/crsc/subscriber)***)*** and consent for your DBS Disclosure status to be monitored whilst employed with LCC please sign below.

|  |  |
| --- | --- |
| **Candidate/Applicant’s Signature** |  |
| **Date** | **/ /** |

It is the individual’s responsibility to maintain their subscription to the update service. This will be renewed annually and confirmed by the DBS direct to the applicants own e-mail.

**Once complete please scan and send this form to: disclosures@lincolnshire.gov.uk**

**Alternatively, post to ‘Recruitment/DBS Admin, Serco, Thomas Parker House, 3rd Floor, 13/14 Silver Street, Lincoln, LN2 1DY’**