Disclosure and Barring Service (DBS) Check

All applicants must to be able to show the originals of at least three documents as follows:

- One document either from Group 1 or Group 2a; and
- Two further documents from Group 1, 2a or 2b; one of which must verify the applicant’s current address.

**Category 1 – Primary Trusted Identity Credentials**

- Any current valid Passport (all countries)
- Biometric Residence Permit (UK)
- Current Driving Licence (photocard with paper counterpart) (full or provisional) (UK, Isle of Man, Channel Islands and EU)
- Original British Birth Certificate issued at time of birth (UK and Channel Islands including those issued by UK authorities overseas such as Embassies, High Commissions and HM Forces)
- Adoption certificate (UK and Channel Islands)

**Category 2a – Trusted Government/State Issued Documents**

- Current driving licence - photocard (if you were issued a paper counterpart but don’t give it to your checker) (full or provisional) (all countries)
- Current driving licence - paper version (UK, Isle of Man, Channel Islands and EU) *(full or provisional)*
- Birth Certificate - issued after the time of birth (UK and Channel Islands)
- Marriage/Civil partnership certificate (UK and Channel Islands)
- HM Forces ID card (UK)
- Firearms Licence (UK, Channel Islands and Isle of Man)

**Category 2b – Financial/Social History Documents**

- Work permit or visa (UK) *(valid up to expiry date)*
- Letter of Sponsorship from future employment provider *(Non-UK or Non-EEA only – valid only for applicants residing outside of the UK at time of application)* (Must still be valid)
- EU National ID Card (Must still be valid)
- Cards carrying the PASS accreditation logo (UK and Channel Islands)
- Letter from Head Teacher or College Principal *(for 16 - 19 year olds in full time education – only used in exceptional circumstances if other documents cannot be provided)* (UK) *(Must still be valid)*

The following documents must have been issued within the past 12 months:

- Mortgage statement (UK or EEA)
- Financial statement e.g. pension or endowment (UK)
- P45 statement (UK and Channel Islands)
- P60 statement (UK and Channel Islands)
- Council Tax statement (UK and Channel Islands)

The following documents must have been issued within the past 3 months:

- Bank or building society statement (UK and Channel Islands or EEA)
- Bank or building society account opening confirmation letter (UK)
- Credit card statement (UK or EEA)
- Utility bill such as Electricity, Gas, Water or Telephone (not mobile telephone) (UK)
- Benefit statement - e.g. Child Benefit, Pension (UK)
- Central or local government, government agency, or local authority document giving entitlement e.g. from the Department for Work and Pensions, the Employment Service, HMRC (UK & Channel Islands)