

# Enhanced DBS Checks (with Barred List) and the Update Service for Committee Members Only

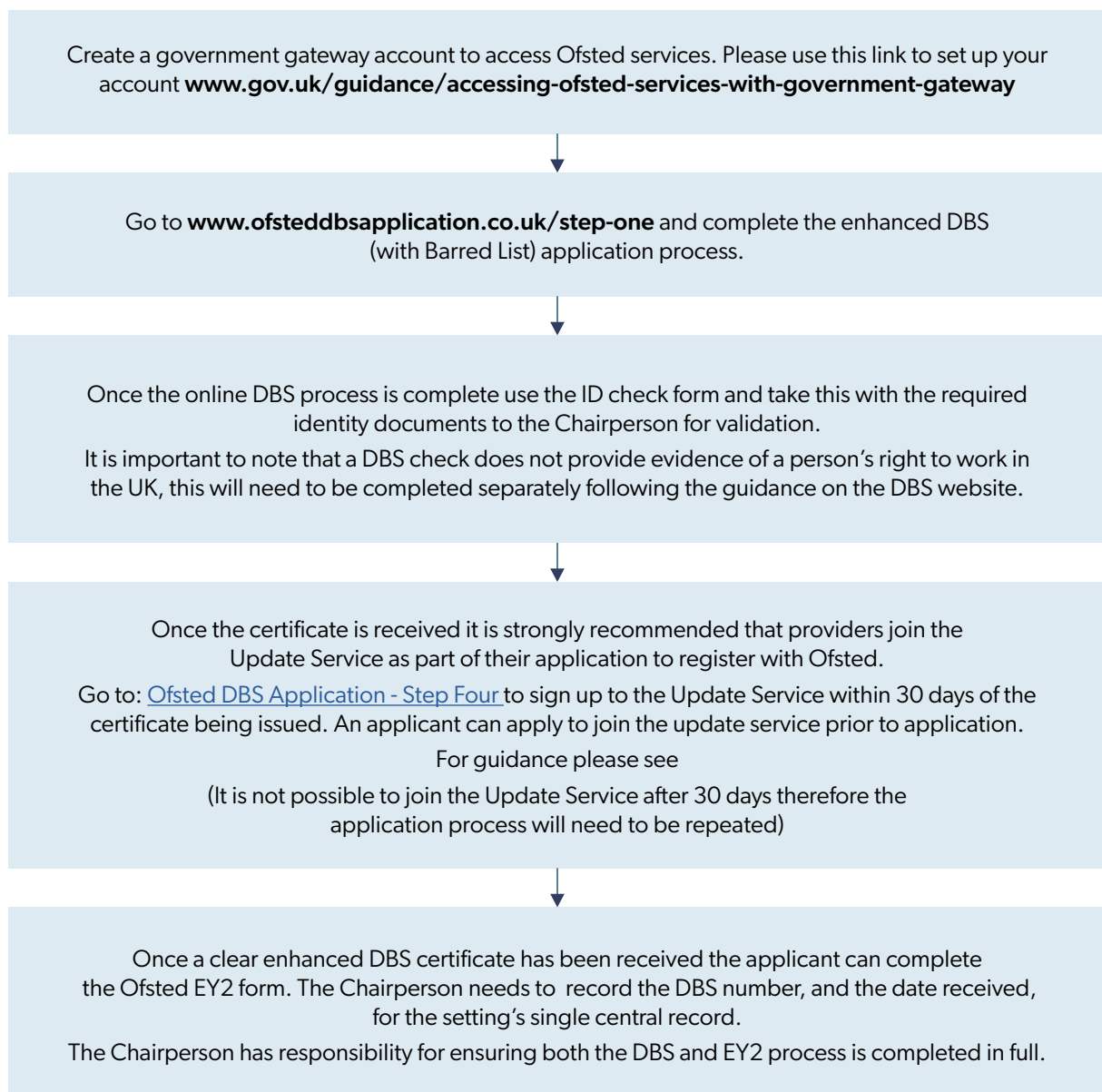
Ofsted check the suitability of all committee members via Capita. It is the responsibility for each committee member to complete the following process (Stage 1 and 2) in a timely manner to share with the Chairperson.

The Chairperson has a responsibility to ensure that all enhanced DBS checks, EY2 and EY3 submissions are completed and sent to Ofsted and Ofsted have informed you of the applicants suitability before anyone can be accepted as a member of the committee. This process enables Ofsted to carry out further background checks to determine their suitability.

Ofsted strongly recommend that applicants register for the DBS update service as part of the DBS application.

NB: During each stage of the application process the Chairperson will need to refer to the DBS website <http://ofsteddbapplication.co.uk/welcome> to ensure the process is completed correctly, for example what to do if there are any discrepancies in identification documents.

## Stage 1- Enhanced DBS (with Barred List) application process



Please refer to stage 2 – EY2 and EY3 completion process