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Supporting the *Going For Growth* Programme -  
Transformation for children, young people and the Church

**Rev. Martin J. Lambourne**, BD, MTh, MEd, Chartered FCIPD

4<sup>th</sup> July, 2013

### *Working Safely*

Dear Colleague,

In June 2013 the process for checking those working with children and vulnerable adults has changed. What was known as CRB checks has now become Disclosure and Barring Service checks (DBS).

Under the new system, Brigade NHQ still receives the completed applications for enhanced record checks and then sends them on to DBS. However, NHQ no longer receives a copy of the results of the check – only confirmation that the results have been dispatched to the applicant.

This new procedure means that the only way Brigade can be sure that the applicant is clear of any record which may have a bearing on their suitability to work with children is by asking the applicant to allow either the OIC or the Incumbent (Priest) to have sight of the DBS document and report the sighting to NHQ.

I hope you will understand that such a procedure is necessary to ensure that the Brigade observes the proper safeguarding practices. It does mean that we have to ask you to complete a new form NF1S indicating that the document has been inspected. In future, all applicants will need to be informed in advance of their application that they will be required to allow OIC/Incumbent to view their DBS document. At present, there is no other way for an 'employer' to check the results of the DBS process.

Thank you for your continuing work with the Brigade,

Yours sincerely,

Martin Lambourne  
Hon. Brigade Secretary

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