

Ordained Clergy & Religious:

Those who are in active ministry are required to be checked at an Enhanced Disclosure level with checks of the Children AND Adults Barred Lists. The rationale for this is that the nature of the role is such that they could be asked to participate in a range of activities and ministries that would qualify as regulated activity. (The only exception to this is those Ordained Clergy or Religious who are not in active ministry due to ill health which renders them unable to actively carry out their ministerial duties for example if a permanent resident of a care home).

Those presenting to groups:

Those who speak to groups or at events are not eligible for a Disclosure. Similarly those who lead group discussions with children or young people, who could be considered to be a teacher in some respects, would equally not be eligible for a Disclosure unless they were undertaking that role on a frequent basis with the same groups.

Caretaker:

A parish caretaker is not eligible for a Disclosure as they are not working directly with, nor are they responsible for the wellbeing of, vulnerable groups. Similarly a Safeguarding Self-Declaration (SSD) is likely to be inappropriate due to the nature of the questions asked on the SSD which are intended for those who are working with vulnerable groups.

It is likely however that a suitable application form for prospective employed candidates would ask about unspent convictions so there would be some degree of self-declaration within the prospective employee application process.

Maintenance worker: see Ancillary Roles.

Roles considered to be "positions of trust":

As of October 2009 "positions of trust" ceased to exist and was replaced by "Specified positions of responsibility". Within the Safeguarding Vulnerable Groups Act 2006 there was a list of specific roles which had been deemed to qualify as a "specified position of responsibility" (for example a Trustee of a Children's Charity) and as such were entitled to an Enhanced Disclosure and to check the Barred List. As of 10th September 2012, the Protection of Freedoms Act repealed the former "specified positions" within England (they remain in place in Wales however) and therefore when determining eligibility for a Disclosure (with or without accessing the Barred Lists/s) it is not relevant to deem the role to be a "position of trust".

Director of Education:

As this role works in schools and generally under the supervision of teachers/staff and involves working with the teaching personnel rather than working directly with the pupils there is no eligibility within current legislation for an Enhanced Disclosure (with or without a Barred List check for Children).

School/Foundation Governor:

Under the Protection of Freedoms Act there is no Disclosure eligibility for Governor roles.

Parent helpers:

If a parent assists an activity at which their child is a participant on a truly one-off occasion, this does not constitute "Regulated Activity" and therefore an Enhanced Disclosure is not required. If however a parent intends to assist with a group on a regular basis and is helping with children other than their own, this person is then taking on a role on behalf of the Church and consequently an Enhanced Disclosure with a check of the Barred List for Children must be sought before they assist the group.

Ancillary roles (extending to environments like retreat centres also):

"Ancillary" roles i.e. Maintenance workers; Gardeners; Cleaners; Catering staff; Domestic and Housekeeping staff, are not "Regulated Activity" under the Protection of Freedoms Act nor were they covered by the former definition of Regulated Activity under the Safeguarding Vulnerable Groups Act. As such these roles do not qualify for an Enhanced Disclosure (with or without the Barred List checks). Whilst it is appreciated that these roles MAY come into contact with or work in the vicinity of vulnerable groups, these roles do not qualify for a Disclosure check unless there is some explicit requirement in their job description which clearly indicates some element of direct working WITH vulnerable groups or some responsibility for the welfare of vulnerable groups. This obviously extends to a number of Church environments like retreat centres for example.

It is important to note that it is not only inappropriate to submit an ineligible CRB application, it is also illegal.

Trustees:

Trustees are not eligible for a Disclosure unless the Trustee is a Trustee of a Childrens Charity (meaning NSPCC and Barnado's type organisations).

Prayer Ministry:

Prayer Ministry for adults should always be conducted in a public room/place. If the Prayer Ministry team provide opportunities for individuals to pray with members of the Prayer Ministry team, this should be carried out in teams of 2 with each individual and no "private prayer" sessions should occur ensuring that the entire activity occurs in the public space.

Given the nature of the activity, the manner in which it is delivered (for example there is no one-to-one working; no treatment or teaching involved) and the fact that this activity is not covered by "Regulated Activity" definitions, the Disclosure eligibility criteria is NOT satisfied.

APF/Red Box Collectors:

The national policy agreed between Missio and CSAS is that the collectors collect the boxes from the doorstep and do not enter people's homes. Consequently Disclosures are not appropriate or relevant for those undertaking this role.

Services delivered to children in the presence of parents/guardian:

Any activities or services provided to children where the parent or guardian remains present do not constitute any requirement or eligibility for a Disclosure.

Safeguarding Commission member:

The role of Commission member does not qualify for a Disclosure as the role does not involve any direct working with children or provision of "Regulated Activity" services to adults NOR does it involve the management of those who are engaging in Regulated Activity.

Parish Administrator or Administrative posts:

Administrative posts (regardless of whether they are deemed to be privy to sensitive and personal data including details of children) are not and have never been eligible for a Disclosure.

Roles accessing confidential, personal or sensitive information:

Administrative posts (regardless of whether they are deemed to be privy to sensitive and personal data including details of children) are not and have never been eligible for a Disclosure.