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DISCLOSURE AND BARRING SERVICE – ELIGIBILITY BY ROLE

ROLE (A to Z)	LEVEL OF CHECK AVAILABLE
Apprentice (other than Firefighter)	Eligibility would follow the same as for any full-time equivalent role that an apprentice is undertaking.
Apprenticeship Trainers and Support Roles	STANDARD , if they are working with apprentices in the work setting. ENHANCED WITH (child) BARRED LIST CHECKS (for apprentices who are aged 16-17), if they are teaching, training, providing advice, guidance or supervision in a classroom setting often enough to be regulated activity.
Area Manager	STANDARD ; ENHANCED WITH (relevant) BARRED LIST CHECKS , if line-managing any member of staff in regulated activity.
Assistant Chief Fire Officer	STANDARD ; ENHANCED WITH (relevant) BARRED LIST CHECKS , if line-managing any member of staff in regulated activity.
Business Safety Advisor	STANDARD .
Chief Fire Officer	STANDARD . ENHANCED WITH (both) BARRED LIST CHECKS , if line-managing any member of staff in regulated activity.
Community Safety Fire Officer	STANDARD , if services are available to the general public within which there will be some who may incidentally be 'vulnerable' within the definition of Annexe 1 of the DBS Guide to Adult Workforce Roles – click here . ENHANCED WITHOUT BARRED LIST CHECKS (adult workforce), if services (activities detailed within Paragraph 6 of the DBS Guide to Adult Workforce Roles – click here) are likely to be provided wholly or mainly for adults who are in receipt of support under Paragraphs 9 or 10 of the DBS Guide to Adult Workforce Roles – click here and undertaken often enough.
Data & Performance Roles	STANDARD .

ROLE (A to Z)	LEVEL OF CHECK AVAILABLE
Fire Cadet	<p>STANDARD.</p> <p>Over the age of 16: Fire Cadets are uniformed, both when attending training or representing their Service. A core feature of the Fire Cadet Programme is representing or volunteering for their local Service. Those who are 16 or over and work alongside or volunteer in a role that involves working with other under-18s or vulnerable people require a DBS check. For other uniformed Children and Young People schemes, consideration should be given to the regularity of the engagement, and to the age ranges of all children attending.</p> <p>Legislation post-2012</p> <p>Government changes to this system in September 2012 made 16 the minimum age required for DBS checks to be carried out, as laid out in the Introduction to DBS – click here.</p>
Fire Cadet Instructor	<p>ENHANCED WITH (child) BARRED LIST CHECKS, if providing the service often enough, for example, at any time on more than three days in any 30-day period, or once overnight between 2am and 6am with the opportunity for face-to-face contact with the child(ren).</p> <p>ENHANCED WITHOUT BARRED LIST CHECKS (child workforce), if the service does not meet the period condition above.</p> <p>Cadet units with ‘vulnerable adults’ attending:</p> <p>ENHANCED WITHOUT BARRED LIST CHECKS (adult workforce), ONLY if the vulnerable adults meet the definition within Annexe 1 of the DBS Guide to Adult Workforce Roles – click here, and if the Instructors are teaching, training, supervising them often enough, for example, more than three days in a 30-day period, or once overnight, or once a week on an on-going basis.</p>
Fire Cadet Support Roles	<p>STANDARD.</p> <p>ENHANCED WITH (child) BARRED LIST CHECKS, if providing care for or supervision of children on more than three days in a 30-day period or overnight between 02.00 and 06.00hrs with the opportunity for face-to-face contact with the children and / or line-managing those in regulated activity.</p>

ROLE (A to Z)	LEVEL OF CHECK AVAILABLE
Fire Cadet Volunteer Instructor	<p>ENHANCED WITH (child) BARRED LIST CHECKS, if providing the service often enough, for example, at any time on more than three days in any 30-day period, or once overnight between 02.00 and 06.00hrs with the opportunity for face-to-face contact with the children.</p> <p>ENHANCED WITHOUT BARRED LIST CHECKS (child workforce), if the service does not meet the period condition above.</p> <p>Cadet units with 'vulnerable adults' attending:</p> <p>ENHANCED WITHOUT BARRED LIST CHECKS (adult workforce), ONLY if the vulnerable adults meet the definition within Annex 1 of the DBS Guide to Adult Workforce Roles – click here and if the Instructors are teaching, training, supervising them often enough, for example, more than three days in a 30-day period, or once overnight, or once a week on an on-going basis would be eligible for a volunteer check, as such being free-of-charge (in England and Wales).</p>
Fire Control Personnel	<p>STANDARD, if not providing direction to members of the public, to deliver first aid.</p> <p>ENHANCED WITH (relevant) BARRED LIST CHECKS, if providing direction to members of the public to deliver first aid from direction or with supervision by a healthcare professional.</p> <p>For further clarification and information on the check required for this role, see the NFCC Fire Control Guidance Framework – click here.</p>
Firefighter – Apprentice	<p>STANDARD;</p> <p>ENHANCED WITH (relevant) BARRED LIST CHECKS, if undertaking any other duties that would bring in regulated activity.</p>
Firefighter – Full-Time	
Firefighter – On-Call	
Fitness Team	<p>STANDARD;</p> <p>ENHANCED WITH (child) BARRED LIST CHECKS, only if working with children (not as part of a work-based apprenticeship) often enough (at any time on more than three days in any 30-day period, or at once overnight between 02.00 and 06.00hrs with the opportunity for contact with the children).</p>

ROLE (A to Z)	LEVEL OF CHECK AVAILABLE
General Staff Working from a Fire Station	<p>STANDARD, unless any other activity carried out by staff working from a fire station or the line management of a person in regulated activity would bring in a higher level check.</p> <p>Simply working from a fire station would not bring eligibility for a higher check if contact with others would be incidental and not specifically part of the role. If particular staff members were directed to undertake regulated activity or activity that would fall into either work with children and / or adults, then those activities should be considered to determine the appropriate level of check.</p>
Group Manager	<p>STANDARD.</p> <p>ENHANCED WITH (relevant) BARRED LIST CHECKS, if line-managing any member of staff in regulated activity.</p>
Head of Safeguarding / Professional Adviser / Named Person (and / or Deputy)	<p>STANDARD if not working on local authority safeguarding boards or line-managing any member of staff in regulated activity.</p> <p>ENHANCED WITH (relevant) BARRED LIST CHECKS, if line-managing any member of staff who is in regulated activity.</p> <p>ENHANCED WITHOUT BARRED LIST CHECKS, if working on the local authority safeguarding board.</p>
Human Resources Roles	<p>STANDARD.</p>
Line Management for Apprentices	<p>Eligibility would follow that of the apprentice – if the apprentice is in regulated activity, then the immediate Line Manager would also be in regulated activity and have access to ENHANCED WITH (relevant) BARRED LIST CHECKS.</p> <p>STANDARD, if the Line Manager does not have eligibility through conferred regulated activity and if they are not providing classroom-based teaching or training.</p>
Corporate Services / Volunteer Youth Officer	<p>ENHANCED WITH (child) BARRED LIST CHECKS, if providing a direct service often enough, for example, at any time on more than three days in any 30-day period, or at any time between 02.00 and 06.00hrs (subject to consideration of the Department for Education’s Statutory Guidance: Regulated Activity (children) – click here (for volunteers only).</p> <p>VOLUNTEERS: ENHANCED WITHOUT BARRED LIST CHECKS (child workforce), if service does not meet the period condition above, or if the volunteer is suitably supervised by another paid member of staff in regulated activity who has an Enhanced with Barred List check, according to the Department for Education’s Statutory Guidance: Regulated Activity (children) – click here.</p> <p>Would be eligible for a volunteer check, as such being free of charge (in England and Wales).</p>

ROLE (A to Z)	LEVEL OF CHECK AVAILABLE
Occupational Health Roles	<p>STANDARD, if the Occupational Health Therapists are not regulated by the Health and Care Professions Council.</p> <p>ENHANCED WITH (adults) BARRED LIST CHECKS, only if the Occupational Health Therapists are regulated by the Health and Care Professions Council.</p>
Safe and Well Officers	<p>STANDARD if services available to general public, within which there will be some considered to be “vulnerable” within the definition of Annexe 1 of the DBS Guide to Adult Workforce Roles – click here.</p> <p>ENHANCED WITHOUT BARRED LIST CHECKS (adult workforce), if services (activities detailed within paragraph 6 of the DBS Guide to Adult Workforce Roles – click here) are likely to be provided wholly or mainly for adults who are in receipt of support under paragraph 9 or 10 of the DBS Guide to Adult Workforce Roles – click here and are undertaken often enough.</p>
Safeguarding Designated Responsible Officer	<p>STANDARD, if not working on local authority safeguarding boards or line-managing any member of staff in regulated activity.</p> <p>ENHANCED WITH (relevant) BARRED LIST CHECKS, if line-managing any member of staff who is in regulated activity.</p> <p>ENHANCED WITHOUT BARRED LIST CHECKS, if working on the local authority safeguarding board.</p>
Safeguarding Professionals	<p>STANDARD, if the criteria below are not met.</p> <p>ENHANCED WITHOUT BARRED LIST CHECKS (adult workforce), only if those being visited are in receipt of support / services as defined in paragraphs 9 or 10 in Annexe 1 of the DBS Guide to Adult Workforce Roles – click here, if the activity being undertaken in that visit is listed in paragraph 6 of the same Annexe and if it is being done often enough, i.e. more than three days in a 30-day period, or once overnight, or once a week on an on-going basis.</p>
Safeguarding Office Support Staff (Case Management)	<p>STANDARD.</p>

ROLE (A to Z)	LEVEL OF CHECK AVAILABLE
Specialist Youth / Adult Intervention Scheme such as Firebreak / Life	<p>ENHANCED WITH (child) BARRED LIST CHECKS, if providing the service often enough, for example, at any time on more than three days in any 30-day period, or at any time between 02.00 and 06.00hrs.</p> <p>ENHANCED WITHOUT BARRED LIST CHECKS (child workforce), if the service does not meet the period condition above.</p> <p>ENHANCED WITHOUT BARRED LIST CHECKS (adult workforce) only relevant to adults if they meet the definition in Annexe 1 (paragraphs 9 and 10) of the DBS Guide to Adult Workforce Roles – click here and if they are supervising them often enough, for example, more than three days in a 30-day period, or once overnight, or once a week on an on-going basis.</p>
Safety Advisory Group Member	STANDARD.
Staff working within Property Services with access to all areas of all Fire and Rescue Service premises.	STANDARD.
Station / Crew / Watch Manager	<p>STANDARD.</p> <p>ENHANCED WITH (relevant) BARRED LIST CHECKS, if line-managing any member of staff in regulated activity.</p>
Support Roles: <ul style="list-style-type: none"> • Technical; • ICT; • Finance. 	<p>STANDARD.</p> <p>ICT: Non-Police Personnel Vetting Level 2 or 3 required if individuals require unescorted access to sensitive areas such as server rooms. The requirement is mandated for the Joint Control Centre by North Wales Police, and the Service extends this best practice to its other equipment rooms.</p>
Uniformed or Corporate Support Staff Member: <ul style="list-style-type: none"> • Visiting schools to deliver presentations / assemblies; • Delivering educational intervention 1:1 or in groups; • Delivering Junior Fire Setters (or equivalent) interventions 1:1 or in groups. 	<p>ENHANCED WITH (child) BARRED LIST CHECKS, if the activity is carried out often enough, for example at any time on more than three days in any 30-day period – this does not have to be in the same school nor to the same young person and / or people.</p> <p>ENHANCED WITHOUT BARRED LIST CHECKS, if the period condition above is not met.</p>

ROLE (A to Z)	LEVEL OF CHECK AVAILABLE
Volunteer Roles	<p>STANDARD. ENHANCED WITH (relevant) BARRED LIST CHECKS, if the volunteer role meets the definition of regulated activity. For more information on Volunteers see DBS Check: Application Process for Volunteers – click here.</p>

(Source: National Fire Chiefs' Council – National Operational Guidance – Overview of Eligibility, July 2023).

This document forms part of a suite of information covering this subject area; hyperlinks to all the documents are available by clicking back to the home page.

Should any omissions or errors come to light with regard to the content of this suite of documents, readers are invited to contact policy.development@northwalesfire.gov.wales with their feedback.

It is recommended that this document be reviewed on a triennial basis; however, it might require earlier revision in the light of any regulatory change which comes into effect in the interim.			
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