**Routes and Documents required for DBS Check**

**Route 1**

You must be able to show:

* one document from Group 1
* 2 further documents from either Group 1, or Group 2a or 2b

At least one of the documents must show your current address.

If you’re not a national of the UK or the EEA and you’re applying for voluntary work you may need to be fingerprinted if you can’t show these documents.

**Route 2**

If you don’t have any of the documents in Group 1, then you must be able to show:

* one document from Group 2a
* 2 further documents from either Group 2a or 2b

At least one of the documents must show your current address. The organisation conducting their ID check must then also use an appropriate external ID validation service to check the application.

If you’re an EEA national who’s been resident in the UK for 5 years or less you may need to be fingerprinted if you can’t show these documents.

**Route 3**

Route 3 can only be used if it’s impossible to process the application through Routes 1 or 2.

EEA nationals who’ve been resident in the UK for 5 years or less can’t use Route 3.

For Route 3, you must be able to show:

* a birth certificate issued after the time of birth (UK and Channel Islands)
* one document from Group 2a
* 3 further documents from Group 2a or 2b

At least one of the documents must show your current address. If you can’t provide these documents you may need to be fingerprinted.

**Table 1:**

|  |  |  |
| --- | --- | --- |
| **Document** | **Notes** | **Issue date and validity** |
| Passport | Any current and valid  passport |  |
| Biometric residence permit | UK |  |
| Current driving licence -  photo card (full or  provisional) | UK/Isle of Man/Channel  Islands and EU |  |
| Birth certificate - issued  within 12  months of birth | UK and Channel Islands -  including those issued by  UK authorities overseas,  e.g. Embassies, High  Commissions and HM  Forces |  |
| Adoption Certificate | UK and Channel Islands |  |

**Table 2a: Trusted government documents**

|  |  |  |
| --- | --- | --- |
| **Document** | **Notes** | **Issue date and validity** |
| Current driving licence  photo card (full or  provisional) | UK AII countries outside  the EU (excluding Isle of Man and Channel Islands) |  |
| Current driving licence  (full or provisional) paper  version (if issued before 1998) | UK, Isle of Man, Channel  Islands and EU |  |
| Birth certificate - issued  after time of birth | UK, Channel Islands and  Isle of Man |  |
| Marriage/civil partnership  certificate | UK and Channel Islands |  |
| HM Forces ID card | UK |  |
| Firearms licence | UK, Channel Islands and  Isle of Man |  |

**Table 2b: Financial and Social history documents**

|  |  |  |
| --- | --- | --- |
| **Document** | **Notes** | **Issue date and validity** |
| Mortgage statement  Bank or building society  statement | UK or EEA | Issued in last 12 months |
| Bank or building society  account opening  confirmation letter | UK and Channel Islands or  EEA | Issued in last 3 months |
| Credit card statement | UK | Issued in last 3 months |
| Financial statement, e.g.  pension or endowment | UK or EEA | Issued in last 12 months |
| P45 or P60 statement | UK and Channel Islands | Issued in last 12 months |
| Council Tax statement | UK and Channel Islands | Issued in last 12 months |
| 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 |
| Utility bill | UK - not mobile telephone bill | Issued in last 3 months |
| Benefit statement, e.g.  Child Benefit, Pension |  | Issued in last 3 months |
| Central or local government, government agency, or local council  document giving entitlement, e.g. from the Department for Work and  Pensions, the Employment Service, HMRC | UK and Channel Islands | Must still be valid |
| EU National ID card | - | Must still be valid |
| Cards carrying the PASS  accreditation logo | UK, Channel Islands and  Isle of Man | Must still be valid |
| Letter from Head Teacher  or College Principal | UK - for 16 to 19-year olds Must still be valid in full time education - only  used in exceptional circumstances if other documents cannot be  provided | Must still be valid |