



# LIVERPOOL SAFEGUARDING DEPARTMENT

## ROLES ELIGIBLE FOR A DBS CERTIFICATE

*This is not an exhaustive list and could be subject to change*

### List of roles requiring an Enhanced DBS Check with a check against a Barred List

#### **Children's Liturgy Catechist: - Church Ministry 3**

(Check against Child workforce, with a check against child barred list)

#### **Catechists: - Church Ministry 3**

(i.e. family sacramental preparation group - Check against Child workforce with a check against child barred list)

#### **Youth Ministry: - Church Ministry 4**

(Check against Child & Adult workforce, with a check against child barred list)

#### **Pilgrimage Helpers: - Church Ministry 2**

(When assisting with personal care - Check against Adult workforce with a check against adult barred list)

#### **Parish Visitor/Legion of Mary: - Church Ministry 1**

(Check against Child & Adult workforce, with a check against both barred lists)

#### **Altar Server co-ordinator and over 18's altar server: - Church Ministry 3**

(Check against Child workforce, with a check against child barred list)

#### **Sacristan: - Church Ministry 3**

(If in contact with children when carrying out their role - check against Child workforce, with a check against child barred list)

#### **St Vincent de Paul: - Church Ministry 1**

(Check against Child & Adult workforce, with a check against both barred lists)

#### **Clergy: (Priest & Deacon) – Clergy 1**

(Check against Child & Adult workforce, with a check against child barred list)

#### **Members of Religious Orders: - Clergy 2**

(Child & Adult workforce, with a check against child barred list)

#### **Drivers: - Church Ministry 3**

(Children only - Child workforce with a check against child barred list)

i.e. a volunteer who has more than one role i.e. children's liturgy catechist and Eucharistic minister would require a check against the child & adult workforce with a check against the child barred list, you would request a check under Church Ministry 4 for this volunteer.

***It is an offence for any person to fulfil any of the above roles without first being checked against the relevant Barred Lists for Children and Adults.***



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Roles requiring an Enhanced DBS check without being checked against the barred list

**Eucharistic Minister: - Church Ministry 5**

(Check against Adult workforce)

**Bereavement Group/ Lay Funeral Minister: - Church Ministry 5**

(Check against Adult workforce)

**Drivers: - Church Ministry 5**

(Adults only- check against Adult workforce)

**Baptism Catechist – Church Ministry 6 (Amend to Child Only)**

**Choir/Music Group: - Church Ministry 6 (Amend to Child Only)**

(With members under the age of 18 years - Check against child workforce)

**Playgroups/Mums & Tots: - Church Ministry 6 (Amend to Child Only)**

(Leaders only - Check against child workforce)

**Local Safeguarding Representatives : - Church Ministry 6**

(Check against Child & Adult workforce)

**Hospital Helper/Visitor: - Church Ministry 5**

(Check against Adult workforce)

**Knights of St Columba: - Church Ministry 6**

(Child & Adult workforce)

**This list is not exhaustive and is subject to review.**

**If you have a group within your parish that is not listed please contact the Office for advice.**

This list of roles may be governed by other bodies under the umbrella of the Church. These organisations may have their own recruitment processes but require a DBS Certificate which is often obtained through the Catholic Safeguarding Advisory Services as the umbrella body. i.e. CAFOD, Knights of St Columba, St Vincent de Paul Society