

DBS Re-Check Policy and Procedure – September 2025

Policy Title:	DBS Re-Check
Effective Date:	September 2025
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Version:	1
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Role:	Safeguarding Lead, Board of Trustees
Authorised:	September 2025

Ed Thatcher

CEO



September 2025

Dave Poulson

Chair of Trustees



September 2025

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Endeavour Training is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment. In line with this, we adhere to a rigorous and thorough process of Disclosure and Barring Service (DBS) checks to ensure that all individuals working with us are suitable for their roles and do not pose any risk to our beneficiaries.

Policy Statement:

DBS Re-Checks: Endeavour Training aims to undertake a DBS re-check all its staff, casual workers, freelancers and volunteers every three years. If a DBS re-check reveals information that may indicate a risk to children or vulnerable adults, the Designated Safeguarding Lead will undertake an immediate safeguarding risk assessment in consultation with the individual's line manager, HR, and the Local Authority Designated Officer (LADO) if appropriate. This may result in suspension pending investigation and outcome.

Update Service: Endeavour Training expects all staff, casual workers, freelancers and volunteers to go onto the DBS Update Service (see appendices below). Endeavour Training will reimburse this cost. Where there has been a gap of three months service, Endeavour Training will complete an DBS Update Service Check before further work will be offered.

Furthermore, where we have knowledge of:

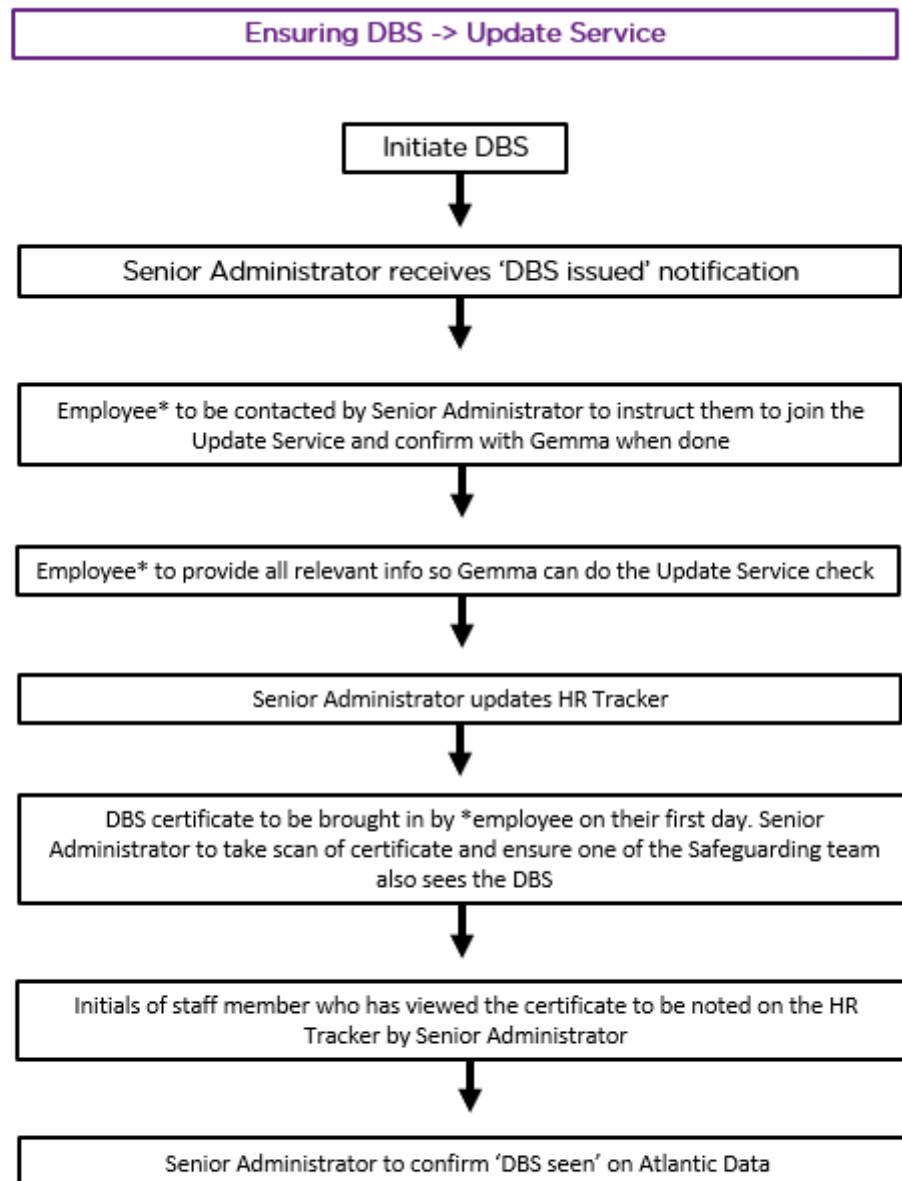
- A criminal caution or conviction
- A concern raised by a member of the public, of staff or by a young person
- Any other situation that gives cause for concern

we will seek additional advice and may initiate a re-check.

This policy and procedure document was reviewed in September 2025.

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Appendices



* In addition to employees this covers casual workers, freelancers, volunteers, placement students