



Disclosure & Barring Service

Welfare officers and all coaches must have an active Disclosure and Barring Service (DBS) check, this establishes if the person is considered suitable to work with children and vulnerable adults.

The DBS process

DBS checks with are valid for two years from date of issue or the date of an online service update check by British Weight Lifting. All adults who wish to continue to work in a role which requires a DBS check must renew their application prior to its expiry after two years.

If an individual, working in a role which requires a DBS check, receives a conviction or a caution for any offence, they must notify British Weight Lifting within 28 days of the date of the conviction or caution. They will usually be required to complete a new DBS check.

How to apply for a DBS check

To apply for a British Weight Lifting DBS certificate, you must first apply for a Coach licence through your BWL account. BWL will then assess your application and if required, will set up a DBS application through online checking company, GBG. You will be required to 1) complete an online application through GBG and 2) submit ID documents to BWL for verification – the DBS will not be processed until both steps have been completed.

A DBS check costs £15.30 which is GBG's admin fee.

BWL accepts existing DBS checks provided they are 1) of an Enhanced level and 2) are registered on the online update service. You will be required to submit a copy of your DBS certificate to authorise BWL to check your existing DBS on the update service.

For those living in Northern Ireland, DBS checks will be process by Access NI and have an admin fee of £10.00.

Referrals to the Safeguarding Case Management Group

If British Weight Lifting is notified of disclosures on an applicant's DBS check which require a risk assessment before clearance, the matter will be referred to a Safeguarding Case Management Group (SCMG) for determination by the SCMG.

However, the Lead Safeguarding Officer has the power to determine that disclosures on an applicant's DBS check do not require a risk assessment, by virtue of the fact that they are not sufficiently serious, and the individual can be cleared to continue in their role upon notification.

Where an applicant's DBS disclosures are referred to the SCMG, the applicant cannot commence or continue in a role requiring a DBS check until such time as a decision as to their suitability has been made.