

DOCUMENTARY EVIDENCE SHEET : The applicant should provide 3 pieces of ID. At least 1 should be from Group 1 and 1 should provide their current address. **This form should be completed and returned with the application or we will be unable to process the DBS form.**

Applicant Name:

Group 1 Primary Trusted Identity Credentials			
<input type="checkbox"/>	Any current and valid Passport	<input type="checkbox"/>	Adoption Certificate (UK and Channel Islands)
<input type="checkbox"/>	Current driving licence-full or provisional. UK, Isle of Man, Channel Islands and EU.	<input type="checkbox"/>	Birth Certificate (UK and Channel Islands) (issued at the time of birth) (full or short form acceptable including those issued by UK authorities overseas)
<input type="checkbox"/>	Biometric Residence Permit (UK)		
Group 2a Trusted Government/State Issued Documents			
<input type="checkbox"/>	Current UK Driving Licence (full or provisional) - paper version (if issued before 1998)	<input type="checkbox"/>	Current Photo Driving Licence (full or provisional) All countries outside the EU (excluding Isle of Man and Channel Islands)
<input type="checkbox"/>	Birth Certificate (UK & Channel Islands) (issued after the time of birth)	<input type="checkbox"/>	Marriage Certificate/Civil Partnership Certificate (UK and Channel Islands)
<input type="checkbox"/>	Fire Arms Licence (UK, Channel Islands, Isle of Man)	<input type="checkbox"/>	HM Forces ID Card (UK)
Group 2b Financial/Social History Documents			
<input type="checkbox"/>	Mortgage Statement (UK or EEA) Issued in last 12 months	<input type="checkbox"/>	Bank/Building Society Statement (UK or EEA) Issued in last 3 months
<input type="checkbox"/>	Bank or Building Society Account Opening Confirmation Letter. (UK) Issued in last 3 months	<input type="checkbox"/>	Credit Card Statement (UK or EEA) Issued in last 3 months
<input type="checkbox"/>	Financial Statement - e.g. pension, endowment, ISA (UK) Issued in last 12 months	<input type="checkbox"/>	P45/P60 Statement (UK & Channel Islands) Issued in last 12 months
<input type="checkbox"/>	Council Tax Statement (UK & Channel Islands) Issued in last 12 months	<input type="checkbox"/>	Work Permit/Visa (UK) Valid up to expiry date
<input type="checkbox"/>	Letter of Sponsorship from future employment provider (Non-UK/Non-EEA only-valid only for applicants residing outside of the UK at time of application) Must still be valid	<input type="checkbox"/>	Utility Bill (UK) NOT MOBILE TELEPHONE Issued in last 3 months
<input type="checkbox"/>	Benefit Statement - e.g. Child Allowance, Pension Issued in last 3 months	<input type="checkbox"/>	EU National ID Card Must still be valid
<input type="checkbox"/>	Central or local government, government agency or local council document giving entitlement (UK & Channel Islands) e.g. from the Dept for Work and Pensions, the Employment Service, HMRC Issued in last 3 months	<input type="checkbox"/>	Cards carrying the PASS accreditation logo (UK and Channel Islands) Must still be valid
		<input type="checkbox"/>	Letter from head teacher or college principal (UK) for 16 to 19 year olds in full time education. Only used in exceptional circumstances if other documents cannot be provided

Is the applicant a foreign/UK national who has ever lived and/or worked abroad (outside of holidays) ? Yes No

If yes, the Safeguarding Office will contact you as further checks may be required of the applicant.

Regulated Activity (Barred List) Eligibility Flowchart

