



## Disclosure & Barring Service

### Please Note You will need to upload 3 documents:

1 document must be from group 1 and 2 further documents from any group.

1 document must have your current address.

### Group 1 – Primary Trusted Identity Credentials.

- Current Valid passport
- Biometric residence Permit (UK)
- Current Driving Licence (UK) (Full or Provisional) Isle of Man/Channel Islands - Photo card
- Birth Certificate (UK and Channel Islands) – issued at the time of birth by the General Register Office. (photocopies are not acceptable)

### Group 2a – Trusted Government/State Issued Documents

Current **Non-UK** Photo Driving Licence (valid for up to 12 months from the date the applicant entered the UK)

UK Paper Driving Licence

- Birth certificate (UK and Channel islands) – issued after the time of birth by the General Register Office. (photocopies are not acceptable)
- Marriage/Civil Partnership Certificate (UK and Channel islands)
- Adoption Certificate (UK and Channel Islands)
- HM Forces ID card (UK)
- Fire Arms Licence (UK and Channel Islands)

### Group 2b – Financial/Social History Documents

- **Mortgage statement (UK or EEA) (Non –EEA statements must not accepted.**
- **Bank/Building Society Statement (UK and Channel Islands or EEA) (Non –EEA statements must not accepted.**
- Bank/Building Society Account Opening Confirmation Letter (UK)
- Credit card Statement (UK or EEA) (Non –EEA statements must not accepted)
- Financial Statement – e.g. pension, endowment, ISA (UK)
- P45/P60 Statement – (UK & Channel islands)
- Council Tax Statement - (UK & Channel islands)
- Work Permit/Visa (UK) (UK Residence Permit) (Valid up to expiry date)
- Letter of Sponsorship from future employment provider (Non – UK/Non-EEA only – valid only for applicants residing outside of the UK at the time of application)
- Utility Bill (UK) – **Not Mobile Telephone Bill**
- Benefit Statement – e.g. Child Allowance, Pension
- A document from Central/Local Government/Government Agency/Local Authority giving entitlement (UK & Channel Islands) – e.g. from the department for Works and Pensions, the Employment Service, Customs & Revenue, Job Centre, Job Center Plus, Social Security.
- EU National ID Card
- Cards carrying the PASS accreditation logo (UK & Channel Islands)
- Letter from Head Teacher or College Principal (16/19 year olds in full time education)