



Chapter One

DBS Checks

Interested in signing up as a Chapter One online reading volunteer? Fantastic!
Please be aware of some important safeguarding information:

- All Chapter One volunteers require an enhanced government Disclosure and Barring Service (DBS) check before they can be matched with a pupil; this is a legal requirement for volunteering with children in schools.
- If you have volunteered with Chapter One before, your DBS certificate lasts two years.
- Chapter One can only accept previously issued DBS certificates if you also subscribe to the Government DBS Update Service - if you are, please get in touch with us at uksupport@chapterone.org for next steps.



Accepted documents for DBS Checks

YOU MUST PROVIDE AT LEAST **1 PRIMARY DOCUMENT (*)**
 AND **ANY OTHER 2** DOCUMENTS FROM THE FOLLOWING:

Please note - this list is not exhaustive and a full list of accepted documents can be found [here](#)

DOCUMENT	CRITERIA
* Passport	Must be in current name and in date. Required for Digital ID
* Driving Licence	Valid (in date) and must display current name and address
* UK Adoption or birth certificate	Issued within 12 months of birth
* Biometric Residence Permit	UK issued
UK Birth certificate	Issue 12 months after birth
Marriage Certificate	UK issued
Utility Bill	Not a phone bill. Must be in current name and address
Council Tax Bill	Issued within the last 12 months
Bank or building society statement	Issued within the last 3 months
Mortgage or Financial Statements (HMRC)	e.g. pension statement, endowment. Issued within the last 12 months
P45/P60	Issued within the last 12 months
Benefit Statement	Issued within the last 3 months
Other (see examples to right)	e.g EU National ID Card, UK Work Permit/Visa, Letter of Sponsorship or PASS card.



Unaccepted documents for DBS Checks

Sorry, but we can't use a:

Tenancy Agreement	Tax Code letter
Receipt or Invoice	Promotional letter from bank/building society
Job Offer letter	Letter from NHS or Dentist