



Disclosure and Barring Service (DBS) Eligibility Guidance

Updated September 2026

Introduction

This guidance provides clarity on the roles working with young people (under 18's) that require a Disclosure and Barring Service (DBS) check.

The DBS enables England Hockey and its clubs and organisations to make informed recruitment decisions. Any individuals wishing to work with young people in hockey are required to undertake an enhanced DBS (with or without barred list) check.

DBS checks should not be used in isolation, they should be one part of the recruitment process to determine if someone is suitable to work with young people in a particular role.

England Hockey is committed to providing guidance and support to hockey clubs and organisations to ensure that all children in hockey participate in an environment that is both safe and enjoyable.

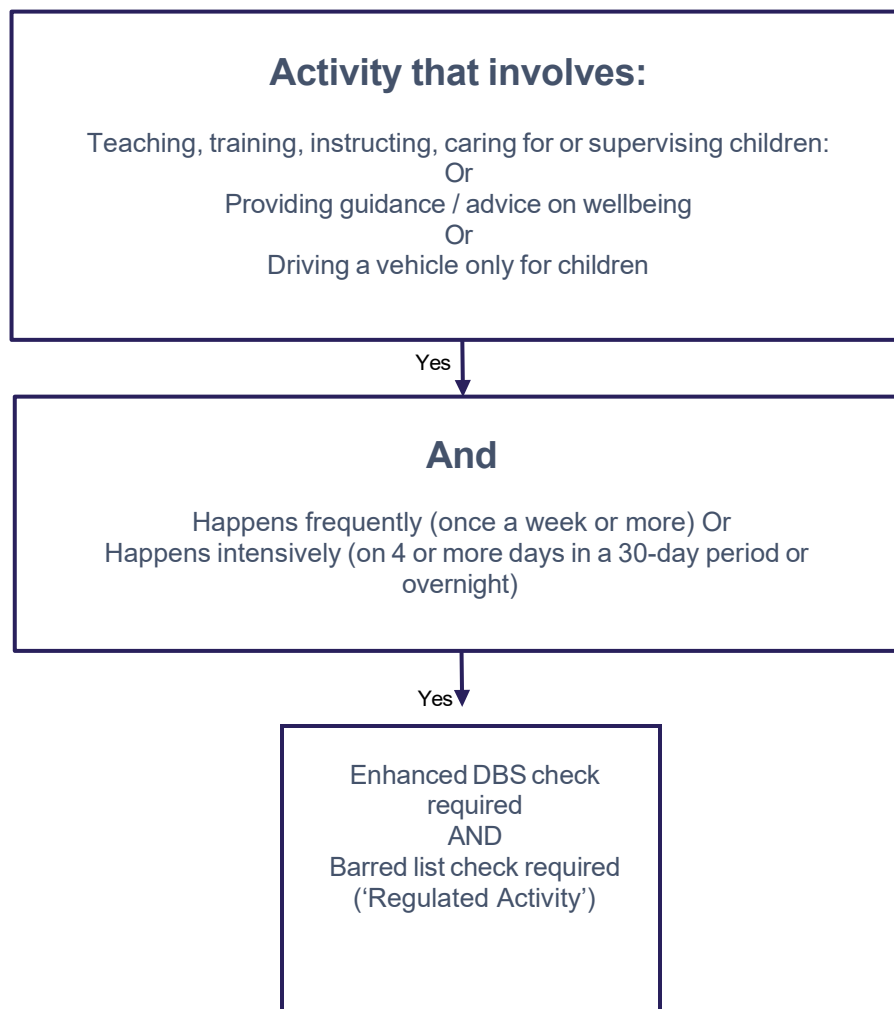
Who is eligible for a check?

The Government has set the criteria to determine who is eligible for a DBS check and has a definition of 'regulated activity' regardless of whether people are in a paid or voluntary capacity. Please see grid overleaf to see a more detailed breakdown of who needs a check and at what level on page 3.



What is 'Regulated Activity'?

See diagram below for eligibility:



Eligibility for a DBS check by role:

England Hockey has taken the definition and applied the criteria to the hockey environment to provide a list (not exhaustive) of roles. Each role has been broken down to determine what level of check is required.

Role	Enhanced DBS check	Child Barred List required?	Notes
Coach	Yes	Yes	
Assistant coach	Yes	Yes	
Team Captain (club)	Yes (check notes)	Yes (check notes)	All teams involving under 18's must nominate a person to be responsible for them. If not the Team Captain, it must be a named person.
Team Manager	Yes	Yes	
Welfare Officer	Yes	Yes	
DBS Coordinator / Verifier	No	No	If stand-alone role (admin only)
Parent helper	Yes	Yes	
Young Leaders	Yes	Yes	Aged 16 and over only
Umpire Coach / Mentor / Manager / Assessor	Yes	See England Hockey guidance 'DBS Officiating Guidance'	
Technical Official	See guidance		
Umpire	No		
Junior Administrator	No	No	These roles don't meet the definition of regulated activity. For anyone working or volunteering incidentally with U18's consider relevant learning and development to support a safer environment
Photographer	No	No	
Chairperson / President	No	No	
Secretary	No	No	
Membership Secretary	No	No	
Treasurer	No	No	
Website Administrator	No	No	
Bar staff	No	No	

NOTE: U16's are NOT eligible for a check.



What are your responsibilities as a club /organisation?

- Ensure all those that are eligible complete a DBS check to the appropriate level in line with EH recruitment guidance (checks should be completed every three years).
- Do not deploy (paid or unpaid role) anyone in 'regulated activity' unless you have completed a barred list check.
- Inform people prior to taking on a role, if it will require a DBS / barred list check.
- If someone does not comply with the request to complete a DBS check, do not allow them to work with young people until they do.
- A DBS check should not be used in isolation for recruitment and is only part of the process to assess suitability to work with U18's.
- All individuals working with young people in hockey must complete safeguarding learning and development relevant to their role.
- To ensure that good practice is maintained and exceeded throughout the club.
- Ensure all young people at your club feel, and are, safe while in a hockey environment.
- Inform your Welfare Officer if you have a concern about a person and they are working with young people. Follow England hockey reporting procedures.

How do you get checks processed?

All DBS checks need to be completed through England Hockey's DBS System. England Hockey use a company, First Advantage (Know Your People). If your club does not have access to the EH DBS System, please contact the EH Safeguarding team (contact details below).

Government DBS Update Service

If someone has a DBS certificate and is registered on the Government DBS Update Service, then they will need to have their status check completed by England Hockey's Safeguarding Team, NOT the club/organisation. The person will need to contact safeguarding team to get their status check completed. Please consult our Government DBS Update Service FAQ for more information.

If you are a Welfare Officer and require a DBS check, please contact EH safeguarding team to discuss the options available for your check.

Useful Contact Details:

England Hockey Safeguarding Inbox

Email: safeguarding@englandhockey.co.uk

Organisation that processes all online DBS checks on behalf of England Hockey:

First Advantage - Know Your People (KYP)

Support: use chat function on the KYP system

