

# Types of criminal record checks

## Disclosing to employers - Information series

### The main types of criminal record checks for employers

Type	Basic check	Standard check	Enhanced check
<b>Status</b>	Rehabilitation of Offenders Act applies	Not covered by Rehabilitation of Offenders Act	Not covered by Rehabilitation of Offenders Act
<b>Legal name</b>	Criminal Conviction Certificate	Criminal Record Certificate	Enhanced Criminal Record Certificate
<b>Cost</b>	£25	£26 (free to volunteers) + fee of 'Umbrella Body'	£44 (free to volunteers) + fee of 'Umbrella Body'
<b>Issuer</b>	Disclosure Scotland	Disclosure and Barring Service	Disclosure and Barring Service
<b>Who applies</b>	Depends - sent to individual (normally)	Registered Body / Umbrella Body – sent to individual	Registered Body / Umbrella Body – sent to individual
<b>What it is for</b>	Any employment or volunteer position (potentially)	Positions exempt from the ROA by virtue of the Exceptions Order	Positions exempt from the ROA and listed in regulations made under Police Act 1997
<b>Types of positions eligible</b>	<ul style="list-style-type: none"> <li>• Government/civil service positions</li> <li>• Working in airports</li> <li>• Office work</li> <li>• Hospitality industry</li> <li>• Retail, supermarkets</li> </ul>	<ul style="list-style-type: none"> <li>• Security industry licence</li> <li>• Solicitor or Barrister</li> <li>• Accountant</li> <li>• Veterinary surgeon</li> <li>• FCA 'approved person' role</li> <li>• Football stewards</li> <li>• Traffic warden</li> </ul>	<ul style="list-style-type: none"> <li>• Working with children and vulnerable adults</li> <li>• Teacher</li> <li>• Social worker</li> <li>• NHS professional</li> <li>• Carer</li> <li>• Taxi driving licences</li> </ul>
<b>No. per year</b>	1 million 20% of total checks	250,000 5% of total checks	3.75 million 75% of total checks
<b>What it discloses</b>	Only unspent convictions	Unspent and spent convictions and cautions (not yet filtered) (see overleaf for more information)	Unspent and spent convictions and cautions (not yet filtered) (see overleaf for more information)
<b>Web link</b>	<a href="#">More info here</a>	<a href="#">More info here</a>	<a href="#">More info here</a>

For more information about these levels of checks, and other types of checks done for specialist areas of work, [search for 'criminal record checks' on hub.unlock.org.uk](#).

## What criminal record checks disclose

Information	Basic	Standard	Enhanced	Enhanced + Barring
<a href="#"><u>Unspent convictions</u></a>	Yes	Yes	Yes	Yes
<a href="#"><u>Spent convictions</u></a>		Yes (unless filtered)	Yes (unless filtered)	Yes (unless filtered)
<a href="#"><u>Cautions</u></a> (reprimands & warnings included)		Yes (unless filtered)	Yes (unless filtered)	Yes (unless filtered)
<a href="#"><u>Police intelligence</u></a> (‘approved’ information)			Yes (if police deem relevant)	Yes (if police deem relevant)
<a href="#"><u>Inclusion on Childrens’ Barring List</u></a>				Yes (if specified)
<a href="#"><u>Inclusion on Adults’ Barring List</u></a>				Yes (if specified)

For each conviction/caution disclosed, it states the court, date of conviction, offence (statutory reference) and sentence/disposal. This is ‘factual’ information – ‘descriptions’ are not included.

On all types of checks information is taken directly from the Police National Computer. The only exceptions to this applies to some information on enhanced checks - ‘police intelligence’ (which comes from local police records) and barring list information (which comes from the DBS).

For more information, [search for ‘what criminal record checks disclose’ on hub.unlock.org.uk](http://hub.unlock.org.uk).