



DBS Questionnaire and payment form

PLEASE NOTE this form should be used in conjunction with the AEP's DBS Guidance Document

In making your DBS application please answer all questions below and return this together with your stamped and signed ID documents to; DBS Checks, AEP, 4 The Riverside Centre, Frankland Lane, Durham, DH1 5TA

Name: _____

Membership number: _____

Unique form reference number (issued once online application submitted): _____

Job Title/Role: (for example Principal Educational Psychologist or Educational Psychologist:

Please indicate if you have any unspent convictions: Yes/No

True Likeness Check - Copies included Yes/No

In the role you are applying for your DBS check for, will you be:

1. ...Working with Adults in Regulated Activity? YES/NO (please circle)

• The definition of regulated activity in relation to adults focuses on those activities which, should they be needed by any adult, mean that an adult is considered vulnerable at the point of receiving them. The definition applies to individuals undertaking the following activities:

- a. healthcare for adults provided by, or under the direction or supervision of a regulated health care professional
- b. personal care for adults involving hand-on physical assistance with washing and dressing, eating, drinking and toileting; prompting and supervising an adult with any of these tasks because of their age, illness or disability; or teaching someone to do one of these tasks
- c. social work - provision by a social care worker of social work which is required in connection with any health services or social services
- d. assistance with an adult's cash, bills or shopping because of their age, illness or disability arranged via a third party
- e. assisting in the conduct of an adult's own affairs under a formal appointment

- f. conveying adults for reasons of age, illness or disability to, from, or between places, where they receive healthcare, personal care or social work arranged via a third party

2. ...Working with Children in Regulated Activity? YES/NO (please circle)

- a. The definition of regulated activity relating to children comprises only:
 - (i) Unsupervised activities: teach, train, instruct, care for or supervise children, or provide advice/guidance on well-being, or drive a vehicle only for children;
 - (ii) Work for a limited range of establishments ('specified places'), with opportunity for contact: for example, schools, children's homes, childcare premises. Not work by supervised volunteers;
- b. Work under (i) or (ii) is regulated activity only if done regularly.
- c. (iii) Health care for children provided by, or under the direction or supervision of a regulated health care professional. This is regulated activity even if the activity is only carried out once.
 - (iv) Personal care for children involving hands-on physical assistance with washing and dressing, eating, drinking and toileting; prompting and supervising a child with any of these tasks because of their age, illness or disability; or teaching someone to do one of these tasks.
 - (v) Registered childminding.
 - (vi) Registered foster-carers.
 - (vii) The day-to-day management or supervision of any person engaging in regulated activity, is also in regulated activity.

3. ...Working with clients/patients at your home address? YES/NO (please circle)

If you have answered yes to question 3, we will contact you via email for further information regarding your role.

Enhanced Check - £50

Payment methods are detailed below:

Bank transfer: to make payments by direct money transfer our bank account details are:

NatWest

Account Name: The Association of Educational Psychologists

Account Number: 00557862 **Sort Code:** 56-00-54

Branch: 8 Park Row, Leeds, LS1 5HD

Please complete when payment has been made:

Date: _____

Amount £: _____

Reference for the transaction (e.g. Membership number DBS): _____