

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	Enhanced + Barring
Status	Rehabilitation of Offenders Act applies	Not covered by Rehabilitation of Offenders Act	Not covered by Rehabilitation of Offenders Act	Not covered by Rehabilitation of Offenders Act
Legal name	Criminal Conviction Certificate	Criminal Record Certificate	Enhanced Criminal Record Certificate	Enhanced Criminal Record Certificate
Cost	£23	£23 (free to volunteers) + fee of 'Umbrella Body'	£40 (free to volunteers) + fee of 'Umbrella Body'	£40 (free to volunteers) + fee of 'Umbrella Body'
Who applies	Depends - sent to individual (normally)	Registered Body / Umbrella Body – sent to individual	Registered Body / Umbrella Body – sent to individual	Registered Body / Umbrella Body – sent to individual
What it is for	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	Positions exempt from the ROA and listed in regulations made under Police Act 1997
Types of positions eligible	Government or civil service positions Working in airports Office work Hospitality industry Retail, supermarkets	Security industry licence Solicitor or Barrister Accountant FCA 'approved person' role Football stewards Traffic warden	Taxi driving licences Driving instructor	Working with children and vulnerable adults Teacher Social worker NHS professional Carer
No. per year	1.6 million 28% of total checks	300,000 5% of total checks	3.9 million 67% of total checks	Included in enhanced figure
What it discloses	Only unspent convictions	Unspent and spent convictions and cautions (not yet filtered)	Unspent and spent convictions and cautions (not yet filtered)	Unspent and spent convictions and cautions (not yet filtered) + barred list

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](https://hub.unlock.org.uk).

What criminal record checks disclose

For each conviction/caution disclosed, it states the court, date of conviction, offence (statutory reference) and

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

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)