



DBS CHECKING & VOLUNTEER SUPERVISION *Policy*



**BANBURY
MADNI MASJID**

ABU HASSAN HANIF

SAFE GUARDING LEAD



**BANBURY
MAKKAH MASJID**

BASHARAT HUSSAIN

JOINT DEPUTY



YASMIN KADUJI

ADMIN



**BANBURY
AL'AQSA SPIRITUAL CENTRE**

HAJI JAVID MALIK

DEPUTY LEAD

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DBS CHECKING & VOLUNTEER SUPERVISION

Introduction

Banbury Madni Masjid is committed to safeguarding children, young people, vulnerable adults, staff, volunteers, and the wider community.

We ensure that appropriate Disclosure and Barring Service (DBS) checks and effective volunteer supervision are in place to promote a safe, respectful, and Islamic environment for all who engage with our services.

Purpose

The purpose of DBS checking and volunteer supervision is to:

- Protect children and vulnerable adults from harm
- Promote safe recruitment practices
- Reduce safeguarding risks
- Meet Charity Commission expectations
- Comply with safeguarding responsibilities
- Support a safe and welcoming Islamic environment

Scope

This applies to all individuals involved in the Masjid's activities, including:



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DBS CHECKING & VOLUNTEER SUPERVISION

- Trustees
- Employees
- Volunteers
- Madrasah teachers
- Youth workers
- Event volunteers
- Activity leaders
- Contractors (where appropriate)
- Anyone working with children or vulnerable adults

DBS Checking

- Roles are assessed to determine DBS requirements
- Appropriate DBS checks are completed where legally required
- Different roles require different levels of DBS checks
- No unsuitable individual will be appointed
- Identity verification is carried out
- DBS checks are renewed where appropriate
- All information is handled confidentially



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Recruitment Process

- Application process
- Interview (where appropriate)
- Reference checks
- Identity verification
- Right to work checks (where applicable)
- DBS check (if required)
- Safeguarding declaration
- Final approval before appointment

Volunteer Supervision

- Structured induction
- Safeguarding guidance
- Clear roles and responsibilities
- Named supervisor or point of contact
- Ongoing support and guidance
- Regular monitoring of activities
- Clear reporting procedures for concerns
- Feedback and performance review where appropriate



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DBS CHECKING & VOLUNTEER SUPERVISION

Reporting Concerns

- All safeguarding concerns must be reported immediately
- Concerns should be raised with the Designated Safeguarding Lead
- Serious matters may be referred to statutory authorities
- All concerns are handled sensitively and confidentially

Monitoring and Review

- Procedures are reviewed regularly
- DBS compliance is monitored
- Volunteer supervision is evaluated
- Updates are made in line with legislation and Charity Commission guidance



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DBS CHECKING & VOLUNTEER SUPERVISION LAST UPDATED: JULY 2026

Contact Details

For more information on DBS Checking & Volunteer Supervision at Banbury Madni Masjid or to report a concern, please contact:

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