

# Criminal Record Checking

(Northern Ireland)

## Guide for Members

(Updated 31.03.2025)

## Introduction

“All adult members working with children or youth must have a criminal records check before an eligible calling is extended. If a member does not have a criminal records check noted on their membership record, the Church will apply for a criminal records check with the member’s consent. The member is not given an eligible calling or assignment with children or youth until the criminal records check is completed.” (*The Church of Jesus Christ of Latter-day Saints in the UK, Safeguarding Policies and Procedures*)

## nidirect and AccessNI

AccessNI carry out criminal record checks.

nidirect provide the application portal.

## Data Protection and Code of Practice

AccessNI hold and process data in accordance with their Privacy Policy: <https://www.justice-ni.gov.uk/publications/ani-privacy>

AccessNI Code of Practice is available at:

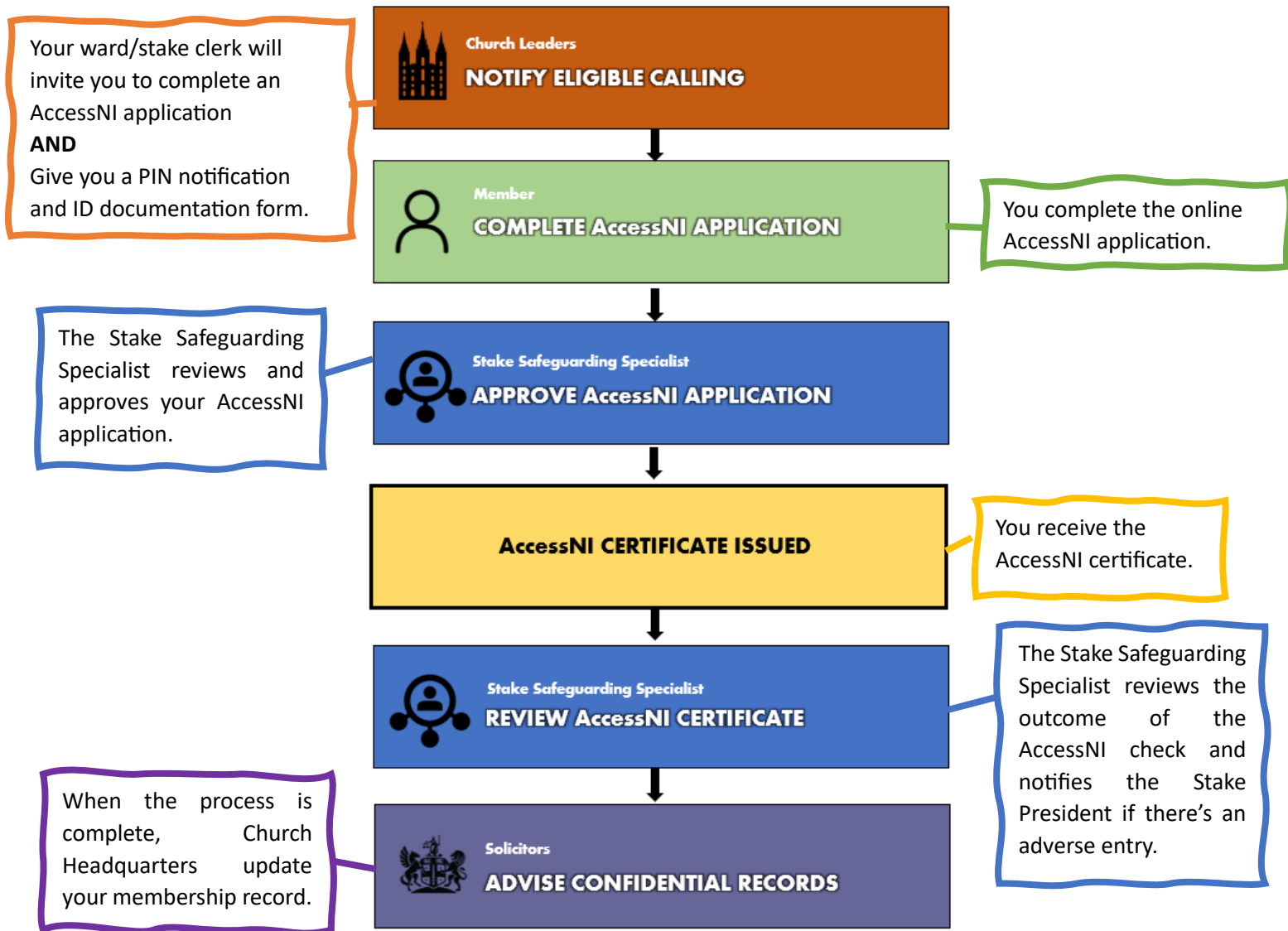
<https://www.nidirect.gov.uk/publications/accessni-code-practice>

A copy of the Church's AccessNI compliant policy on Secure Handling, Use, Storage and Retention of Disclosure information is available on request.

## Recruitment of Ex-Offenders

A criminal record will not necessarily be a bar to obtaining a position. A copy of the policy on recruitment of ex-offenders is available on request.

## Process overview



## FAQs

Why have I been asked to obtain an AccessNI check?

Your calling has been identified as eligible for an AccessNI check.

Do I have to get a DBS check?

No, AccessNI checking is entirely voluntary. However, you will not be eligible to serve with children or youth if you choose not to obtain an AccessNI check.

Will the outcome of the AccessNI check be shared with anyone?

Church Headquarters will be notified when a "clear" AccessNI check is issued, and they will update your membership record.

If your AccessNI check identifies any convictions, cautions, warnings or reprimands, your Stake President will meet with you to discuss.

Will my personal data be shared with anyone? How long will it be stored?

AccessNI and nidirect hold and process data in accordance with their Privacy Policies:

<https://www.nidirect.gov.uk/articles/privacy-notice-gov-services>