



Garda Vetting Policy 2019

1. Rationale:

It is the intention that all members of the school community who have unsupervised access to children have undergone the Garda Vetting process, and will be re-vetted on a regular basis. This school will use Garda Vetting as part of a wider process to ensure the protection and safety of all members of the school community.

The process of Garda Vetting is carried out by the Garda Central Vetting Unit (GCVU) and this is done via the Teaching Council for all teachers and via our Patron Educate Together for all other workers in the school. The function of the GCVU is to provide details of **'all prosecutions, successful or not, pending or completed, and/or convictions'** in respect of an applicant to a registered organisation.

2. Goals:

The goal of this policy is to ensure that the school is a safe and secure environment for children.

3. The Policy:

All offers of employment to non-teaching staff and volunteers are "subject to satisfactory vetting by the Garda Central Vetting Unit". Failure to complete the Garda Vetting form will automatically disqualify the candidate. The provision of inaccurate information on the Garda Vetting Application form, such as an inaccurate date of birth or address, may also disqualify. Volunteer Roles which require Vetting, as specified in the Act and in the DES Circular 0031/2016 include volunteers who assist the school on a regular basis (rather than occasional) and whose role involves coaching, mentoring, counselling, teaching or training of children. Roles which do not fall into these categories may not require Vetting.

Candidates will be able to challenge the information provided by the GCVU especially to avoid errors or cases of mistaken identity. In such cases, re-vetting will take place.

All returned GV forms and shared links via Digitary (for teachers) will be handled in strictest confidence. Completed Forms will only be retained by the school in the event of a successful appointment and will be appropriately sealed and retained in a secure location.

In all decisions, it is recognised that the school will take as its first priority its responsibility to the

protection of children attending school activities.

4. Policy Review:

This Policy was reviewed in September 2016, following the introduction of Digitary vetting for teachers via the Teaching Council in order to comply with this relevant legislative change.

A copy of the policy is shared with teachers and is available for parents on the school website.

This policy will be reviewed by the Board of Management once in every school year.

This policy was reviewed by the Board of Management on 25th September 2019.

Date of next review: September 2020

Signed: _____
Ciara Savage: Chairperson of Board of Management

Signed: _____
Caroline Mee: Acting Principal

Date: _____September 2019_____

Date: _____September 2019_____

Signed: _____
Caroline Mee: Acting Principal