

BELLAGHY PRIMARY SCHOOL **VETTING POLICY & PROCEDURES**

ETHOS AND MISSION STATEMENT

Bellaghy Primary School strives to provide, in partnership with parents, a broad quality education so that all the pupils can reach their full potential within a caring, secure environment promoting self-discipline, motivation and individuality.

RATIONALE

D.E. document -1999 "Pastoral care In Schools" states:

"It is essential that appropriate steps are taken through careful screening and selection arrangements to ensure that children are not placed at risk through allowing the unsupervised and unmanaged access of unsuitable adults to the school".

At Bellaghy Primary School, we comply with Statutory Child Protection Procedures and ensure that the staff, volunteers and other adults working with the children exercise good practice

and display common sense in all physical contact with children in their care.

Procedures for screening staff are adhered to in line with Education Authority policy. In following these procedures Governors and staff are doing their utmost to protect all children in their care from potential harm.

PROCEDURES

All members of staff (including those who lead our wrap around care facility) are vetted in accordance with Education Authority practices and procedures.

All members of the Board of Governors are also vetted in accordance with Education Authority practices and procedures, when they begin their term of office.

EA Peripatetic Music Tutors and Literacy Support teachers are vetted in accordance with Education Authority practices and procedures.

We have a private singing tutor who takes singing lessons with individual children weekly. She is vetted through Access NI and her certificate is held in school.

Parental involvement is given high priority in the life of our school. We actively seek to work in partnership with parents. Parents are a valuable resource and can contribute greatly to the life of the school by sharing their time and talents. Parent volunteers engaged with children in an UNSUPERVISED CAPACITY complete an online vetting application. These application forms are screened by Access N.I. Certificates are held in school.

Any other visitors to school who engage with children in an UNSUPERVISED CAPACITY are also asked to complete an online vetting application. Certificates are held in school.

Anyone visiting the school e.g. to lead Assembly, to coach at an after-school club or to speak to the children is supervised at all times by a member of staff.

LINKS TO OTHER POLICIES

This Policy sits within the Safeguarding Portfolio.

- Child Protection Policy
- Volunteers' Policy
- Visitors' Policy

POLICY REVIEW

This policy will be reviewed annually by the Board of Governors.

Policy Reviewed – October 2024
Review Due – October 2025