



Wychwood School  
OXFORD

**Visiting Speakers Vetting Policy**  
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**Date of next review: November 2022**

The Prevent statutory guidance requires schools to have clear protocols for ensuring that any visiting speakers who might fall within the scope of the Prevent duty, whether invited by staff or pupils, are suitable and appropriately supervised.

The school recognises the importance of the contribution of visiting speakers to the enrichment of the experience of pupils.

The school recognises also the need for visiting speakers to observe safeguarding requirements. In order to safeguard pupils, all visiting speakers must comply with the following requirements:

1. The member of staff responsible for inviting the visiting speaker will carry out an internet search on the visiting speaker to ascertain whether the speaker's views correlate with points 2-5 below. This will be recorded on the Visiting Speaker's checklist attached herewith as Appendix A.
2. The member of staff responsible for inviting the visiting speaker will ascertain by discussion with the speaker prior to the visit that any messages communicated to pupils should support fundamental British Values and the school's values, and do nothing to undermine them.
3. The member of staff responsible for inviting the visiting speaker will ascertain by discussion with the speaker prior to the visit that any messages communicated to pupils are consistent with the ethos of the school and do not marginalise any communities, groups or individuals.
4. The member of staff responsible for inviting the visiting speaker will ascertain by discussion with the speaker prior to the visit that any messages communicated to pupils do not seek to glorify criminal activity or violent extremism or seek to radicalise pupils through extreme or narrow views of faith, religion or culture or other ideologies.
5. The member of staff responsible for inviting the visiting speaker will ascertain by discussion with the speaker prior to the visit that activities are matched to the needs of pupils and are embedded in the curriculum.
6. Visiting speakers will be accompanied by a member of staff at all times.

7. Visiting speakers will present photographic ID on arrival at school.



## Appendix A

### VISITING SPEAKER CHECKLIST

To be completed and initialed and signed by the inviting member of staff:

Member of Staff:

Date of Visit:

Date Checklist started:

Date Checklist completed:

| <b>Action</b>                                      | <b>Initials</b> |
|--|-----------------|
| Internet Search completed – no adverse indications |                 |
| FBV to be observed                                 |                 |
| No marginalisation                                 |                 |
| No glorification of violent extremism              |                 |
| No glorification of criminal activity              |                 |
| No radicalisation                                  |                 |
| Topics and activities are appropriate              |                 |
| Member of staff accompanying visiting speaker =    |                 |
| Evidence of identity =                             |                 |
| Evidence of identity seen by =                     |                 |