



Visiting Speaker Policy

This policy is also applicable to the Early Years Department and Before and After School Care.

We often invite speakers from our wider community to give talks to enrich our pupils' experience of school, providing them with information that helps them make decisions at different phases of their education, widening their understanding of world and global issues and providing motivational inspiration through the sharing of a speaker's experience. Our responsibility to our students is to ensure that they can critically assess the information they receive as to its value to themselves, and that the information is aligned to the ethos and values of the School and British Values.

The "Prevent" statutory guidance (*The Prevent Duty: Departmental advice for schools and childcare providers*,

DfE, June 2015) requires schools to have clear protocols for ensuring that any visiting speakers whether invited by staff or pupils, are suitable and appropriately supervised.

The protocols are:

- All visiting speakers to have a nominated point of contact at the school (the Organiser)
- The Visiting Speaker must complete the **Visiting Speaker at Lady Barn House School Form** (below), which asks them to outline the information they wish to communicate and to agree to the Guidelines for Visiting Speakers (attached to the form).
- Conducting research on the person/organisation to establish whether they have demonstrated extreme views/actions
- Refusal to allow people/organisations to use school premises if they have links to extreme groups or movements. Justification of the school's decision will be provided to the person/organisation in writing
- Conducting a risk assessment in relation to the Prevent Duty
- Maintaining a formal register of all visiting speakers
- Visitors to provide photo ID upon arrival at School
- Ensuring visiting speakers are accompanied at all times and are not left unsupervised with pupils at any point
- Conducting a post-event evaluation of how the visit met the needs of our students

Last review date: Autumn 2016
Reviewed by: Mr R Kingdom
Next review date: Autumn 2018



Guidelines for Visiting Speakers

The School values visits from speakers that enrich our pupils' experience of school, providing them with information that helps them make decisions at different phases of their education, widening their understanding of world and global issues and providing motivational inspiration through the sharing of a speaker's experience. Our responsibility to our students is to ensure that they can critically assess the information they receive as to its value to themselves, and that the information is aligned to the ethos and values of the School and British Values.

The "Prevent" statutory guidance (*The Prevent Duty: Departmental advice for schools and childcare providers*, DfE, June 2015) requires schools to have clear protocols for ensuring that any visiting speakers whether invited by staff or pupils, are suitable and appropriately supervised.

As per the "Prevent" guidance, visiting speakers are required to agree to the following terms and conditions:

1. The presentation must not incite hatred, violence, or call for the breaking of the law.
2. The visiting speaker is not permitted to encourage, glorify or promote any acts of terrorism, including individuals, groups or organisations that support such acts.
3. The visiting speaker must not spread hatred and intolerance of any minority group/s in the community.
4. The visiting speaker must seek to avoid insulting other faiths or groups, within a framework of positive debate and challenge.
5. Visiting speakers are not permitted to raise or gather funds for any external organisation of cause without express permission from the Head.
6. School staff have the right and responsibility to interrupt and/or stop the presentation for any violation of this agreement.

Lady Barn House School Risk Assessment

RISK ASSESSMENT	Prevent - to assess the risk of children being drawn into terrorism, including support for extremist ideas that are part of terrorist ideology.	Date of Risk Assessment	Feb 2017	Review Date	Feb 2018
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Significant Hazards identified	Who might be harmed?	Likelihood (L) 1-5	Consequences (C) 1-5	Initial risk L X C	Control Measures(CMs)	Residual risk Low, Medium, or High
<i>Visiting Speakers – exposing children to support for extremist ideas that are part of terrorist ideology</i>	Children who are listening to the visiting speaker	1	4	4	<i>Visiting Speakers</i> – any member of staff who organises a visiting speaker must follow the Visiting Speaker Policy and Procedures which have been introduced in October 2016.	Low
<i>Inappropriate Social Media use in school– exposing children to support for extremist ideas that are part of terrorist ideology</i>	Children who are engaging with Social Media in School	1	4	4	<i>Social Media use in school</i> – all social media sites are blocked by the school's internet filtering software	Low
Radicalisation of Children (outside of School)		1	4	4	<i>Children showing signs of being radicalised</i> – all staff are trained to identify signs of children who are vulnerable or at risk. Procedures for safeguarding will be followed in these instances,	Low

Significant Hazards identified	Who might be harmed?	Likelihood (L) 1-5	Consequences (C) 1-5	Initial risk L X C	Control Measures(CMs)	Residual risk Low, Medium, or High
					as detailed in the school safeguarding policy.	
		1	4	4	Monitoring of reasons for safeguarding referrals – at the termly meeting with the Safeguarding Director, reasons for referrals and relative numbers are discussed. To date the number of referrals in connection with the Prevent Strategy has been extremely low.	Low

Risk Assessment written by	Richard Kingdom	Signed		Date	March 2017
Approved by Business Manager		Signed		Date	

Risk Rating = Likelihood x Severity

S e v e r i t y	Catastrophic	5	5	10	15	20	25
	Significant	4	4	8	12	16	20
	Moderate	3	3	6	9	12	15
	Low	2	2	4	6	8	10
	Negligible	1	1	2	3	4	5
			1	2	3	4	5
			Improbable	Remote	Occasional	Probable	Frequent
			Likelihood				

Catastrophic	■	STOP
Unacceptable	■	URGENT ACTION
Undesirable	■	ACTION
Acceptable	■	MONITOR
Desirable	■	NO ACTION