



Cawley Childcare Ltd

(I/A Home from Home Creche & Preschool & Kids Campus)

Policy & Procedure

Garda Vetting

Garda Vetting – Cawley Childcare ltd (T/A Home from home Creche & Kids Campus) This policy covers all premises

Document Title:	Garda Vetting
Document Author:	RC
Person(s) responsible for developing, distributing and reviewing Policy	Rachel
Person responsible for approving Policy	Rachel & Danielle
Method of communication of policies to staff (email / hard copy / induction training)	Hard copy and induction
Method of communication of policies to parents/guardians (full policies via email, hard copy)	Email and hard copy available on premises
Date the Document is Effective From:	November 2022
Scheduled Review Date:	November 2023

This policy has been communicated to parents/guardians.

Relevant staff know the requirements and have a clear understanding of their roles and responsibilities in relation to this policy. Relevant staff have received training on this policy.

Child Care Act 1991 (Early Years Services) Regulations 2016(Siolta Standard 9: Health and Welfare) (National Standard 1: Information, National Standard 3: Working in Partnership with parents or Guardians, National Standard 4: Records, National Standard 9: Nurture and Well-Being, National Standard 12: Health Care, National Standard 14: Sleep, National Standard 18: Facilities, National Standard 19: Equipment and Materials)

Garda vetting handling disclosures

Cawley Childcare Ltd wishes to assure that should a disclosure come back from vetting, each risk will be assessed in relation to the individual in terms of the risk due to disclosed offence.

In some cases the relationship between the offence and the position the individual has applied for will be clear enough to take a decision as to whether or not the individual's suitability for employment in an early years setting.

We shall consider the following points:

- Offences which may be of a deception are behavioural indicators
- Child protection or related offences
- Breaches in trust e.g. fraud
- Offences against property e.g. arson, armed robbery
- Drug related charges/convictions (particularly possession for supply or sale)
- Offences against persons; assault, harassment, coercion
- Offences against the state

In carrying out the assessment of the risk of the employee in this service the following factors in addition to other relevant case specific concerns should be considered should the employee continuation in the service continue:

- The seriousness of the offence and its relevance to the safety of the children
- The length of time since the offence occurred
- The age of the applicant at the time
- Whether the offence was a one off or part of a history of offending
- Whether the applicants circumstances have changed since the offence was committed, making re-offending less likely
- The sentence imposed in relation to the offence
- Work history since the offence
- Protecting the employee from situations that might cause them difficulty e.g. allegations against them etc.

The risk assessment and the decision to employ or not to employ will be based on all these circumstances and will not be entered into lightly without careful and thoughtful consideration.

Policy drawn up by Rachel Cawley

Date :
