



1.1B GUIDANCE ON ACCESSNI AND GARDA VETTING

It is essential that those people who work in any capacity with children (under 18) are, as far as possible, assessed to ensure that they do not present a risk to children. **Guidance 1.1A** provides the required standard of practice in relation to recruitment and selection.

One part of the recruitment process is to screen applicants against police criminal conviction and caution records. This screening process – called Vetting – includes a check against relevant police-held conviction and non-conviction information, against UK lists of individuals who have been barred from working with children and/or vulnerable adults and, in the Republic of Ireland, against An Garda Síochána records.

Not all roles require an AccessNI Enhanced Check or a Garda Vetting check. The RCB Safeguarding Team have engaged with the Garda National Vetting Bureau and AccessNI to produce a list of roles that require vetting. Further information on these roles and the procedures for vetting or AccessNI is available here:

For information on Garda Vetting follow this link:

<https://safeguarding.ireland.anglican.org/garda-vetting/>

For information on AccessNI follow this link:

<https://safeguarding.ireland.anglican.org/access-ni/>

As this process is subject to change in line with new legislation and policy resources, further detail will be updated on the Church of Ireland website at the addresses above.

Garda Vetting or AccessNI checks must be repeated every thirty six months.

DEALING WITH OFFENCES DISCLOSED

On receipt of an AccessNI/Garda positive vetting disclosure, the Parish Panel may seek the direction of the RCB Safeguarding Team. This is a significant area of risk and needs to follow a robust process. Any assessment should take consideration of a person's criminal conviction in the context of his/her overall application for the role, motivation, ability to carry out the role, and the responsibility of the Church of Ireland for the care of children, staff, volunteers and, if appropriate, service users. Assessment of risk should be made using information on the nature of the offence and the sentence received against the activities of the role.

Complex cases, or where there is a conflict of interest, may be referred to the relevant RCB Safeguarding Manager. Once the risk assessment is complete and the person is deemed suitable for the role, consideration should be given around who is informed regarding the nature of the offences. It is also important that the person is informed that this information will be passed on. If they are not suitable, explain that it is because the criminal conviction was incompatible with the role in question, or that the reason for not being suitable for the role was other than a criminal conviction.