



**MALAHIDE
YACHT CLUB**

Standard Operating Procedure

Garda Vetting Policy

Ownership & Applicability

Person responsible for update of this procedure:	Children's Officer
Responsible for Activity:	
Applicable to:	All members in regular contact with junior members

Approval

Drafted / Revised	Approved	Revision	Effective from
		Rev 2	Oct 2019
Emer O'Donnell	Ciaran O'Reilly	Rev 3	June 2021

SOP Owner: _____ Date: _____

Flag Officer: _____ Date: _____

MYC Garda Vetting Policy

Background

In January 2013 the Government passed the “National Vetting Bureau (Children and Vulnerable Persons) Bill 2012”. This legislation makes it an offence under the act to knowingly employ / deploy someone to work with children or vulnerable adults who has not been Garda vetted.

Irish Sailing received confirmation that commencement orders for the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016 had been signed. The Act was commenced on the 29th April 2016.

The Act provides a legislative basis for the mandatory vetting of persons who wish to undertake certain work or activities relating to children or vulnerable persons or to provide certain services to children or vulnerable persons.

An organisation shall not permit any person to undertake relevant work or activities on behalf of the organisation unless the organisation received a vetting disclosure from the National Vetting Bureau in respect of that person.

The information below indicates Malahide Yacht Club process and policy with respect to Garda Vetting. The aim of this policy is to protect children and vulnerable persons, whilst also protecting our volunteers, instructors and parents.

Garda Vetting Process

Malahide Yacht Club adheres to the vetting processes provided and supported by Irish Sailing. This process requires those seeking to be Garda Vetted to complete the vetting process administered by Irish Sailing.

Person’s seeking vetting must complete the following forms:

1. Vetting Invitation Form (NVB1);
2. Parent/Guardian Consent Form (NVB 3) – for applicants aged 16 and 17; and
3. Garda Vetting Proof of Identity Form.

All three documents are available to download and print from the Gardaí & Child section of Irish Sailing’s Website Library, <http://www.sailing.ie/training/library/gardai-child/>

Garda Vetting forms must be authenticated by our Designated Person (Garda Vetting). This role is currently performed by Emer O'Donnell, Club Children's Officer – emer.odonnell@gmail.com.

Applicants must complete the above forms, have them signed by our Designated Person, and submit to Irish Sailing for processing. Once Irish Sailing received information it is reviewed and an assessment made as to whether it makes a candidate unsuitable to work with children or vulnerable persons.

The following convictions or unresolved prosecutions may debar offender from holding a position where they will be in contact with children or vulnerable adults and will therefore be reviewed by Irish Sailing Vetting Review Panel.

- Murder, manslaughter
- Rape, attempted rape
- Any crime/conviction against a child while an adult
- Any crime/conviction against a child while a child
- Possession of child pornography
- Illegal possession of fire arms or offensive weapon
- Domestic violence
- Any crime involving aggression/assault
- Dealing illegal or controlled drugs
- Possession of illegal or controlled drugs
- Fraud or dishonesty
- Shop lifting, credit card theft
- Crimes of deception
- Drink driving
- Dangerous driving

The Panel will also review "Specified Information" provided to Irish Sailing in the course of the vetting application.

In reviewing a person's record the Vetting Review Panel will use the information available only to form an opinion as to whether the person would present a risk to children or vulnerable persons.

Who should be Garda Vetted

Taking guidance from Irish Sailing, MYC requires that the following persons be Garda Vetted:

- Irish Sailing Instructors and/or coaches training children or vulnerable persons
- Centre Principal of an Irish Sailing Training Centre
- Designated Liaison Persons (Safeguarding 3)
- Club Children's Officers (Safeguarding 2)
- Designated Persons (Garda Vetting)
- Junior Organisers
- Dinghy Class Captains
- Anyone working in a mentoring or coaching capacity with our young people
- Staff and volunteers leading or working on activities or sessions where they will have contact with children or vulnerable persons more than four times in any month or overnight

We also ask that any MYC members who are on required to have Garda Vetting also complete Safeguarding Level 1. Our aim is to increase awareness across the club of best practice in relation to child safeguarding.

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