

# St Aidan's Catholic Primary School

"Living and growing in Christ"

## External Speakers Policy



<b>Drafted by:</b>	Executive Headteacher
<b>Approved by:</b>	Full Governing Body
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## 1. Introduction

As an integral part of its educational vision for the holistic formation of children and young people, the Catholic Church expects Catholic schools to promote and uphold high standards throughout their activities and this includes visits from external speakers.

All external speakers invited to schools should be of the highest quality and school leaders are responsible for ensuring that they have enough information about the content to be delivered by any external speaker to enable them to determine whether the content will be pitched at the right level for the age and level of maturity of the children and young people to whom the external speakers will present.

## 2. Relevant legislation and guidance

This policy is based on:

- [External speakers checklist CES 2022](#)
- [Political Impartiality in Schools DfE 2022](#)

## 3. Checklist

This checklist should be completed prior to welcoming (and establishing collaborative relationships with) external speakers (and any organisation they represent) to ensure that the Catholic character of your school is preserved and developed in the external speaker's communications with pupils and parents and carers.

## Appendix 1: External Speaker Checklist

External Speaker Checklist		
Name of Speaker:		
Date of Visit:		
Theme of Visit:		
Audience for Visit:		
	Yes / No	Comment / Action
Will the Speaker be supervised at all times during their visit?		
Have you carried out safeguarding checks (if appropriate) for the Speaker and have these been recorded?		
<p>Has the Speaker understood and confirmed that their communications in the school will:</p> <ul style="list-style-type: none"> <li>• Be respectful towards Catholic teachings</li> <li>• Not be prejudicial or detrimental to the Catholic character of the school</li> <li>• Not engage pupils in political activity</li> <li>• Not cover certain partisan political views which are not deemed relevant or appropriate (provide details if applicable)</li> <li>• Be delivered in accordance with the requirements set out in the DfE's guidance on political impartiality in schools (if appropriate)</li> </ul>		
Have you reviewed the resources/materials that will be used by the Speaker?		
Have you reviewed other resources produced by the Speaker (and by any organisation the speaker represents) even if they will not form part of the speaker's activities at the school?		
Have you conducted a general internet search using the Speaker's name (e.g. a google search)?		

Can you confirm that the political views espoused by the speaker/speaker's organisation are in compliance with British values and do not involve taking an extreme political position?		
Have school policies and procedures applicable to the speaker been explained to and understood by the Speaker?		
Are there any other outstanding issues or concerns with the Speaker and/or their suitability?		
Will the Speaker deliver content of a high quality that is appropriate to the age and maturity of the children or young people in the audience?		
Staff member completing the checklist:		
Headteacher approval:		