



VETTING POLICY

Fountainstown Community Sports Club is committed to the protection and welfare of all its members. As part of this commitment, it will comply with relevant legislation and recommended best practice in recruitment and selection procedures for both employees and volunteers, and will conduct Garda Vetting, where appropriate, as part of this process.

This policy applies to all Club employees and volunteers who will carry out “relevant work” with children and/or vulnerable adults as defined in the National Vetting Bureau (Children and Vulnerable Persons) Bill 2012.

Responsibility for ensuring this policy is effectively implemented rests with the Club General Committee. All other staff members and volunteers in the club are expected to facilitate and support the implementation of this policy.

WHO NEEDS TO BE VETTED?

All members in both a voluntary and a professional capacity, who are in direct contact with children or vulnerable persons on a **continuous** basis need to be vetted. This work is referred to as relevant work, in the case of Fountainstown Community Sports club this will include:

- All Coaches and Coaching Assistants
- Any volunteer/member who works with children on an ongoing basis.

It is illegal for an individual to commence working with children or vulnerable adults before successfully completing the Garda Vetting process.

WHO MAY BE EXEMPTED?

Persons who assist '**occasionally**' and on a voluntary basis in certain activities, as the Children and Vulnerable Persons Act recognises the occasional but necessary involvement or assistance of parents or other persons in certain activities for a particular event or 'now and again'. Such persons are covered by the "occasional assistance" exemption.

Where a person is providing a once off service at club events, the organisers will need to assess the individual positions involved and only conduct vetting where the position specifically involves working with children on an ongoing basis.

VETTING RECORDS/PROCEDURES

The Club office will monitor vetting records so as to ensure all garda vetting is in order for relevant members (as listed above). These records will be verified on an annual basis and re-vetting will be carried out as per the [Tennis Ireland Vetting Policy](#).