

The Slaney Language Centre Garda Vetting Policy

The National Vetting Bureau (Children and vulnerable persons) Acts 2012-2016. ,makes it mandatory for people working with children or vulnerable adults to be vetted by the Garda Síochána National Vetting Bureau.

English Language Teachers, Tour Guides, Host families and any other persons, who carry out work that involves regular and necessary access to and/or contact with children and/or vulnerable adults, must be vetted prior to commencing employment with The Slaney Language Centre or hosting students under the age of 18 for The Slaney Language Centre.

We can only accept host families or staff members, who have been Garda vetted by us through MEI (Marketing English in Ireland).

Garda Vetting Procedure:

Step 1:

Complete the NVB1 Vetting Application form for each adult and the NVB3 Parent/Guardian Consent form for any children aged 16 or 17 (e.g. children of host families)

Step 2:

Forward the completed documents together with ID for each applicant (passport, drivers licence) and proof of address (utility bill) to The Slaney Language Centre. We will be happy to make copies these documents for you. These copies will be held by us until the vetting is completed.

Step 3:

Each applicant's details will be sent by us to MEI (Marketing English in Ireland) online. The MEI Garda Vetting Officer will collect the submissions and register the applicants on the E-Vetting system. E-Vetting login details and instructions are sent by email to you, the applicants.

Step 4:

You, the Vetting applicants, have 30 days to login to the E-Vetting Portal and complete the vetting application (i.e. complete listing of all addresses lived in from birth to date). MEI office will collate completed vetting disclosures to The Slaney Language Centre.