



## Visiting Speaker Form for Westonbirt Schools

Please complete this form and hand to DSL in advance of the event. Visiting speakers will need to show their photo ID to reception upon arrival.

Name of Speaker	
Date of Birth	
Date of Proposed Visit	
Name of Contact at Westonbirt School	
Reason for Visit & year group(s) involved	
Please outline below the information to be communicated in the talk to Westonbirt School pupils:	
Please sign below to confirm:	
<ul style="list-style-type: none"><li>▪ That you have asked your visitor to bring valid photo ID (Driving Licence or Passport) with them on the day as proof of your ID.</li><li>▪ That you will supervise your visitor at all times</li></ul>	
Signature	Date
DSL Signature	Date



## **Guidelines for Visiting Speakers at Westonbirt Schools**

The School values visits from speakers that enrich our pupils' experience of school, providing them with information that helps them make decisions at different phases of their education, widening their understanding of world and global issues and providing motivational inspiration through the sharing of a speaker's experience.

Our responsibility to our students is to ensure that they can critically assess the information they receive as to its value to themselves, and that the information is aligned to the ethos and values of the School and British Values.

The Prevent statutory guidance (The Prevent Duty: Departmental advice for schools and childcare providers, DfE, 2015) requires schools to have clear protocols for ensuring that any visiting speakers whether invited by staff or pupils, are suitable and appropriately supervised.

As per the Prevent guidance, visiting speakers are required to agree to the following terms and conditions:

- The presentation must not incite hatred, violence, or call for the breaking of the law.
- The visiting speaker is not permitted to encourage, glorify or promote any acts of terrorism, including individuals, groups or organisations that support such acts.
- The visiting speaker must not spread hatred and intolerance of any minority group/s in the community.
- The visiting speaker must seek to avoid insulting other faiths or groups, within a framework of positive debate and challenge.
- Visiting speakers are not permitted to raise or gather funds for any external organisation of cause without express permission from the Head.
- School staff have the right and responsibility to interrupt and/or stop the presentation for any violation of this agreement.