**MIDKENT COLLEGE**

**VISITING SPEAKER POLICY**

We often welcome speakers from our wider communities into our College to speak to students. This enriches their experience of College providing them with information that can help them to: make decisions at different phases of their education, remain safe and gain a wider understanding of cultural, world and global issues. It can also provide motivational inspiration through the sharing of a speaker’s experience.

Our responsibility to our students is to ensure that the information they receive is aligned to the values of MidKent College and to British Values which include democracy, the rule of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs.

The ‘PREVENT’ statutory guidance *(The Prevent Duty: Departmental advice for schools and childcare providers’ DfE, June 2015)* requires schools and colleges to have clear protocols for ensuring that any visiting speakers to the College are suitable and appropriately supervised.

MidKent College protocols are as follows:

* All visiting speakers to have a nominated point of contact within the College (the organiser), agreed prior to the visit and recorded when the visitor signs in at reception
* The Designated Safeguarding Officer is informed of all speakers invited in to the College.
* The visiting speaker is requested to complete the Visiting Speakers to MidKent College form, which asks them to outline the information they wish to communicate and to agree to the Guidelines for Visiting Speakers (attached).
* All PowerPoint slides and handouts to be used by the speaker are provided to the College in advance of the visit, to be checked for suitability.
* Research on the visiting speaker/organisation to establish whether they have demonstrated extreme views/actions which are clearly contrary to the values of MidKent College and British Values outlined in our policies, to be conducted prior to the visit.
* Refusal to allow visiting speakers/organisations to use MidKent College premises if they have/have had links to extreme groups or movements which espouse, promote or encourage views and actions which are contrary to the values of MidKent College and British Values. Justification of the College’s decision will be provided to the person/organisation in writing. The final decision rests with the Principal.
* A formal register of all visiting speakers will be maintained.
* Visiting speakers will be accompanied at all times and not left unsupervised with students at any point.
* A post-event evaluation of how the visit met the needs of our students will be conducted.

**VISITING SPEAKERS AT MIDKENT COLLEGE**

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| Name of Speaker/Organisation |  |
| Date of Proposed Visit |  |
| Name of MKC Contact |  |
| Reason for visit |  |
| **Please outline below the information you wish to communicate to students within the College during your visit** | |
|  | |
| **Please sign below to confirm:**   * **That the information you have provided is true and accurate** * **That you agree to the ‘Guidelines for Visiting Speakers’ overleaf** | |
| Date: | |