



## External Speakers/Facilitators Policy

This policy is available on-line at: [www.tynecoast.ac.uk](http://www.tynecoast.ac.uk)

- We will consider any request for this policy to be made available in an alternative format or language. Please note that the College may charge for this. Please contact: Head of Student Services
- We review our policies regularly to update them and to ensure that they are accessible and fair to all. We welcome suggestions for improving the accessibility or fairness of this policy.
- All our policies are subject to equality impact assessments\*. We are always keen to hear from anyone who wishes to contribute to these impact assessments. Please contact: Head of Student Services

\*Equality Impact Assessments are carried out to see whether the policy has, or is likely to have, a negative impact on grounds of: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

Approved by:	Version:	Issue Date:	Review Date:	Contact Person:
Executive Group, Board	v.5	October 2023	October 2026	Soft Services Manager & Safeguarding Lead

**Equal Opportunities:**      **Impact Assessed**

**Review:**                      **October 2026**

# External Speakers/Facilitators Policy

## 1 Policy Statement

An external speaker or visitor is used to describe any individual or organisation not a student or staff member of Tyne Coast College or one of its contracted partners who has been invited to speak to students and/or staff. This includes any individual who is a student or staff member from another institution. It also includes the main contact from any external venue hire client who is paying to use College facilities.

An event is any event, presentation, visit, activity or initiative organised by a student group/society, individual or staff member that is being held on the Tyne Coast College's premises or where Tyne Coast College is being represented by a stand on non-College premises e.g. at an exhibition, school event or fair. It also includes events where external speakers are streamed live into an event or a pre-recorded film is shown. It also includes activity being held on Tyne Coast College's premises organised by external venue hire clients

## 2 Scope

- 2.1 Freedom of expression and speech are basic human rights and are protected by law. Open debate is central to the culture of academic freedom, the development of student's ideas and understanding. However, student safety and welfare is at the heart of Tyne Coast College's policies and practices and the freedom to express views needs to be considered alongside our existing safeguarding policies and procedures and the level of risk assessed and where possible reduced.

## 3 Legislation

- 3.1 This policy complements the college approach to the Equality Act 2010, the Terrorism Act 2000, and the Counter-Terrorism and Security Bill 2015

## 4 Responsibilities

The Director of IT has responsibility for the implementation of the policy.

## 5 Actions to Implement Policy

- 5.1 Not all external speakers or facilitators utilised by the college will be DBS checked. When an external speaker or facilitator is present with a group of students then a member of Tyne Coast College staff must stay in the room/area of the activity to oversee and ensure appropriate safeguarding of the learners. Any violation of this requirement will be dealt with under the staff disciplinary procedure.

- 5.2 The member of staff overseeing the activity will ensure that the speaker/facilitator does not use the session to:
- Incite hatred, violence or call for leaners to break the law
  - Encourage, glorify or promote any acts of terrorism including individuals, groups or organisations that support such acts
  - They must not spread hatred and intolerance in the community and thus aid in disrupting social and community harmony
  - Within a framework of positive debate not insult other faiths or beliefs
  - Raise or gather funds for any external organisation or cause without written permission.

If any of the above events occur then the concern should be raised as a safeguarding concern as per the college's safeguarding procedures and policy.

- 5.3 The individual or group organising an external speaker must complete the External Speakers Vetting Form. If there is any doubt about the suitability of a speaker, then the final decision regarding suitability should be referred to the Senior Management Team (SMT)

Examples of doubt could be (but are not restricted to) the following:-

- any person or group on/or linked to the UK Government list of proscribed terror organisations  
<https://www.gov.uk/government/publications/proscribed-terror-groups-or-organisations--2> ;
- talks by organisations generally considered to be extremist;
- a speaker who is known to have spoken previously at another institution on a topic that has caused fear or intimidation of students or staff;
- a speaker accepted in mainstream as being highly controversial;
- a link or links to any person or group that has been connected with any controversy of a negative or positive nature;
- a speaker who has significant profile and attracts a following that could create crowd control and health and safety issues;
- a speaker from a political party during an election purdah.

- 5.4 Tyne Coast College SMT reserves the right to cancel or prohibit any event on its premises.

## **6 Monitoring & Evaluation**

- 6.1 Concerns in relation to radicalisation on college premises will be monitored, raised and dealt with as part of the college's safeguarding procedures and reported to Chanel Police Officers by safeguarding leads.

## **7 Related Policies**

Prevent Policy  
Safeguarding Policy  
Staff disciplinary Policy  
Acceptable Use of ICT Policy