

# Guest Speaker Policy

**Signed:**

**Chair: S. Gribbin**

**CEO: R. Swindells**

**Date: 25<sup>th</sup> June 2026**

**Review date: June 2028**

## Statement of intent

This policy applies to the Collective Vision Trust and to all its individual academies.

Collective Vision Trust believes in encouraging the use of guest speakers and external agencies to enrich the learning experience of its pupils. However, the schools actively scrutinise speakers and agencies to ensure that they do not contradict the ethos of the school or conflict with the legal framework outlined in the Prevent duty and the school's wider safeguarding duties.

Collective Vision Trust fully supports freedom of speech and is aware of the broad range of views and ideas that are needed in the course of a pupil's development. Our schools will endeavour to provide pupils with a balanced view of events, ideas and beliefs.

**Please note:** where this policy uses the term 'headteacher' it refers to the person who is legally registered as headteacher for the school. In some schools this may be the 'Executive Headteacher' unless the policy specifically states the Head of School.

## Legal framework

This policy has due regard to the following legislation and guidance, including, but not limited to the following:

- Children Act 2004
- Equality Act 2010
- Education Act 2011
- DfE 'Keeping Children Safe in Education'
- DfE 'Working together to Safeguard Children'
- DfE 'The Prevent duty: Safeguarding learners vulnerable to radicalisation'
- DfE 'Tackling extremism in the UK: report by the Extremism Taskforce'
- DfE 'Promoting fundamental British values as part of SMSC in school'
- HM Government 'Prevent Strategy'

This policy will be implemented in conjunction with all other trust and school policies.

## Ethos

Collective Vision Trust schools do not tolerate any person who intentionally or unintentionally demeans individuals and groups defined by their ethnicity, race, religion, sexuality, gender, disability, age or lawful working practices.

Collective Vision Trust schools do not tolerate any speech that gives rise to an environment where people experience, or could reasonably fear, harassment, intimidation or violence.

Collective Vision Trust schools do not accept the use of offensive or intolerant language by guest speakers.

Collective Vision Trust schools value freedom of speech and opinion, but recognise that, in the interest of the whole learning community, this must exist within formal guidelines.

Collective Vision Trust schools recognise that extremism and exposure to extremist beliefs can lead to poorer outcomes for pupils. The schools aim to use the power of education to counteract extremism through the promotion of British values, such as tolerance and freedom of speech.

Collective Vision Trust schools will be sensitive to the fact that pupils may sometimes express views or ideas that are discriminatory, prejudiced or extremist. All members of staff have been trained to deal with these instances appropriately and proportionally.

## **Assessing suitability**

According to the Prevent duty, schools have a due regard to prevent people from being drawn into terrorism; this includes violent and non-violent extremism, which can create an atmosphere conducive to terrorism, and can popularise views which terrorists exploit.

The school is a safe space where children can understand and discuss sensitive topics, including terrorism and the extremist ideas that are part of terrorist ideologies.

Before inviting an external agency or guest speaker, the school conducts background research into the relevant parties, ensuring that:

- Any messages communicated to pupils support British values.
- Any messages communicated to pupils do not seek to glorify criminal activity or violent extremism and are not shared by terrorist groups.
- The group or person is not attempting to narrow the views of pupils through extreme or narrow views of faith, religion, culture or ideology.
- The subject matters being raised are appropriate for the specific age group.

All members of staff actively attempt to strengthen pupils' abilities to engage in informed debate. The school believes that the best way to combat extremism and intolerance is to empower pupils to challenge these views in an active and constructive manner.

Careful consideration is given to the suitability of an external speaker or external organisation to enrich pupil's education, and the headteacher makes the final decision as to the suitability of any guest speaker or external group.

The speaker is briefed before the visit on the school, its ethos, the nature of its cohort, how many people will be present for the visit and any issues which should be avoided. The headteacher has the right to request a transcript from the speaker prior to any speech being made. Any technical arrangements necessary for the speaker are arranged in advance.

Other than safeguarding issues, there are a number of other factors that are considered when evaluating the suitability of a guest speaker or external group. The school considers whether or not:

- The visit will add value to the pupils' learning experiences.
- The age-appropriateness of the speaker and what is going to be delivered
- The speaker or group has the expertise in the subject they are delivering.
- The planned activities meet the health and safety guidelines.
- The individual or group has the required DBS checks.
- Relevant references have been provided and checked.

Before the visit, a full risk assessment is carried out and submitted to the headteacher.

## During the visit

The ID of external speakers is checked upon arrival.

The headteacher uses their professional judgement to determine the need for external speakers to be supervised or escorted on school premises and whether the circumstances of the visit will require DBS.

Guest speakers are made aware that their speech is recorded or filmed.

No recordings or videos are made public unless written permission is granted by the speaker. All personal data is handled in line with the Data Protection Policy.

The headteacher or a senior member of staff is present during the speech or group activity, to oversee that the relevant guidelines are followed.

Intervention is considered if the member of staff feels it is necessary.

Any reasons for intervention are recorded for future reference.

The school has a back-up plan to ensure pupils' education is not disrupted in the event a speaker cancels on the day of the visit or fails to attend for any reason.

## Balanced presentation

Improving the spiritual, moral, social and cultural (SMSC) development at the school offers a balanced presentation of opposing views. This is applicable when a guest speaker is expressing overtly political or partisan views.

Collective Vision Trust schools ensure a balanced approach through:

- Discussions in class.
- Presentations by staff.
- Extra-curricular activities.
- Assigning homework to pupils.
- Other methods deemed appropriate by the headteacher.

The final decision as to whether the subsequent learning activities carried out after the visits have been balanced will be made by the headteacher.

'Partisan views' are defined as a one-sided political viewpoint.

'Political views' are defined as ideas expressed:

- To further the interests of a particular political party.
- To procure changes to the laws of this or another country.
- To procure the reversal of government policy or particular decisions of governmental authorities in this or another country.

## **Policy review**

This policy is reviewed every two years by the safeguarding lead, CEO and the headteacher.