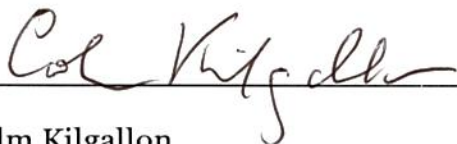


GUEST SPEAKER POLICY 2023

Ardgillan College

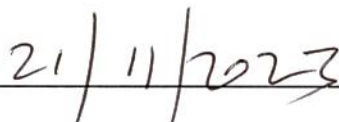
Date for review: November 2025



Colm Kilgallon

Chairperson

Board of Management



Date ratified by the Board of Management

MISSION STATEMENT

Ardgillan Community College promotes a happy and caring community where students are encouraged and supported to reach their full potential. Teamwork, respect and the pursuit of excellence form cornerstones of the college philosophy. The ethos of the college is based on respect, tolerance and understanding while appreciating the diversity of our changing world. The college aims to provide a broad education for all students and to nurture their individual abilities and talents.

Ardgillan College's motto is 'Mol an Óige agus Tíocfaidh Sí' (Praise the young and they will flourish).

INTRODUCTION

Ardgillan Community College recognises the educational value of guest speakers in enhancing the learning experience for our students. This policy outlines the guidelines and procedures for inviting and hosting guest speakers on our campus, including the requirement for all guest speakers to sign in at the main office and wear a visitor pass during their visit.

The primary objective of this policy is to ensure that guest speakers contribute to the educational mission of Ardgillan Community College and provide students with diverse perspectives and valuable insights while maintaining a safe and respectful environment.

GUIDELINES FOR GUEST SPEAKERS

1. Approval Process:

- a) All requests for visiting speakers must be submitted to the Programme Coordinator and/or the Deputy Principal who looks after the school calendar.
- b) Requests should include the speaker's name, credentials, topic of discussion, and proposed date and time of the event.
- c) The Deputy Principal or Programme Coordinator will review and assess the request based on its relevance to the college's educational goals and policies and take appropriate action.
- d) Guest speakers intending to deliver a talk as part of the SPHE curriculum, due to the sensitive nature of some topics, must submit a copy of their presentation for review to the SPHE coordinator and/or the Deputy Principal before the visit.
- e) Events featuring visiting speakers should be scheduled with consideration for the academic calendar and students' availability.
- f) Where possible, events should be planned well in advance to allow for proper promotion and scheduling.

2. Educational Relevance:

- a) Invited speakers should have expertise, knowledge, or experiences relevant to the college's curriculum or the educational needs of our students.
- b) Events featuring guest speakers should aim to broaden students' horizons and encourage critical thinking.

3. Balance and Diversity:

- a) The college will strive to invite speakers who represent a diverse range of perspectives, backgrounds, and experiences.
- b) The selection process should aim to provide a well-rounded program of speakers.

4. Academic Freedom:

- a) Ardgillan Community College values academic freedom and encourages open dialogue and discussion.
- b) Speakers must have the freedom to express their views within the boundaries of respectful discourse.

5. Security and Safety:

- a) The college shall ensure the safety and security of all attendees during the event.
- b) All guest speakers are required to sign in at the main office and wear a visitor pass provided by the college.
- c) Speakers will be accompanied by member of staff at all times, unless alternative arrangements have been authorised by senior management.
- d) Guest speakers must return the visitor pass and sign out at the main office before leaving the college premises.

6. Respectful Dialogue:

- a) All participants, including speakers, students, and attendees, are expected to engage in respectful dialogue.
- b) Protests or disruptions should be addressed according to the college's code of positive behaviour.

7. Feedback and Evaluation.

- a) After each event featuring a guest speaker, the college will assess the event's impact and quality.

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- b) The feedback on the guest speaker will inform future decisions regarding speaker invitations.