

## Policy on Police Vetting

### Rationale:

Lincoln High School is committed to ensuring all students and staff are kept safe. The integrity and confidentiality of all police vetted individuals will be maintained in the process.

1. Every employee who is not a registered teacher or holder of a limited authority to teach, and who works at Lincoln High School during normal school hours will be vetted.
2. All contractors with any **'With Results'** Police Vets must be brought to the attention of the Principal prior to commencement of work, so that the Principal can make the decision with regard to the relevance of the results.
3. Homestay Families – All residents, of the homestay household, of 18 years and over will be vetted.
4. Police vets will be repeated every three years for categories 1 and 3 above.
5. The Principal is delegated responsibility for receiving police vets, and for making decisions relating to issues raised by the vets.
6. At all times the information gained in the vet will be treated as confidential to the Principal.
7. If the vet does not reveal any criminal offences or concerns by the police then the vet will be returned to the vettee. A record of the vet having taken place will be kept.
8. If the vet does reveal criminal offences or concerns by the police then the Principal will consider the situation carefully, seeking appropriate advice.
9. In the case of #8, no adverse action will be taken in relation to the person until either he/she has verified the information contained in the vet or he/she has been given a reasonable opportunity to verify the information, but has failed to do so within a reasonable period.
10. Volunteers – Vetting of volunteers is not a compulsory requirement and LHS volunteers will be police vetted, depending on the situation and at the Principal's discretion.

Approved: 26 June 2017