

Title

Garda Vetting Q&A - from DCYA for attention of CCCs

Body

Garda Vetting

Currently, 80% of applications are being processed by the National Vetting Bureau within an average of 10 days. Processing times will vary, depending on the volume of applications being dealt with. This timeframe does not include the time taken by the relevant organisation to process the applications and to return the disclosures to the registered provider. Neither does it include the time taken by the applicant to complete the vetting application when the link has been sent from the Bureau. Again, the time taken by the relevant organisation to process the applications will depend on the volume of applications.

It is very important to ensure that the 'Vetting Invitation Form' is fully completed by the applicant for vetting (**this includes ticking the consent box**); if the form is not fully completed, the form will be returned by the relevant organisation, unnecessarily increasing the processing time.

It is also important to complete the vetting application as soon as possible after the link is received from the Bureau. The link will expire after a period of time, and if this happens the process must be started again from the beginning. It should be noted that the link is sent to the person who is applying for vetting – registered providers cannot access the link, and therefore should check with the applicant to ensure that the application is being progressed.

The National Vetting Bureau (Children and Vulnerable Persons) Act 2012, introduced by the Minister for Justice and Equality and commenced on 29th April this year, provides that early years services (amongst other relevant organisations) cannot employ any person to carry out any work or activity, a necessary and regular part of which consists mainly of the person having access to, or contact with, children, unless the service has received a vetting disclosure from the Bureau in respect of that person.

It is recommended, therefore, that the application for a vetting disclosure be made as soon as possible after the registered provider has made the decision to employ the person so that the disclosure can be processed by the time the person is due to take up employment.

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