

The GAA's E-Vetting System

St Joseph's Doora Barefield Guidelines

The National Vetting Bureau (Children & Vulnerable Persons) Acts 2012 – 2016 commenced on 29th April 2016.

> From 29th April 2016 a statutory obligation was placed upon the GAA to ensure that all persons who on our behalf undertook 'relevant work' with children has been vetted prior to taking up that role in Ireland...

> The Act also established the **National Vetting Bureau (NVB)** to oversee the E-Vetting services previously administered by the Garda Central Vetting Unit. See National Vetting Bureau FAQs for more info.

Who needs to be vetted?

In the GAA any person who carries out a role of responsibility such as coaching, managing or training underage teams or indeed adult teams that contain any player under 18 yrs. of age must be vetted. It also applies to organising underage activities or refereeing underage games.

As of 1st January 2017, new regulations require all persons from age 16 and up to be vetted if they are not alone coaching but also refereeing, being a selector, umpiring, being linesman, first-aider, water-person, etc. In essence, any person having any role, support role or temporary role in relation to underage people (under 18) or teams containing underage people must be Garda/NVB Vetted in advance.

If a coach of a team with underage players requires the assistance of say a parent or other adult or person over 16, then that person must be already GAA Garda Vetted. All persons aged 16 and 17 will also require parental consent which is covered in the new Vetting ID Form (see below).

What if the applicant is under 18 yrs. of age?

GAA vetting services are available to any person over 16 yrs. of age fulfilling a role of responsibility with children or vulnerable adults. A parental consent form (NVB Parent/Guardian Consent Form) must be completed, this is available through the link below, for applicants between 16 and 18 yrs. of age.

Is it an offence if you are not vetted?

It is now a criminal offence, for a person acting on behalf of the GAA, or for the GAA as an

Association to permit any person to commence working with children on behalf of the Association without that person first obtaining a vetting disclosure from the National Vetting Bureau in respect of the role for which they have been recruited. It is also a breach of GAA rule if you are working with children or vulnerable adults on behalf of the Association and have not been vetted.

E-Vetting

When the Vetting Act came into being on 29 April 2016 the GAA became one of the first organisations to replace 'paper vetting' with a new online or E –Vetting system.

E-Vetting replaces all previous paper vetting systems.

Vetting for a member of the GAA involves completing 3 separate Forms in 4 easy to follow steps, summarised as follows:

Step 1 First advise the **Child Welfare Officer, Michelle O'Brien at mishellyoo@gmail.com** as she will be required to complete the 'GAA E-Vetting ID Form' [next stage, Step 2].

Step 2 The Initial Application Vetting Process at club level – verifying Identity and place of Residence: -

1. Applicant downloads and prints off the **GAA E-Vetting ID Form** (3 pages).
2. Applicant completes:
 1. **'Section 1 – Applicant Details'** and
 2. **'E-Vetting Identification Documents'** either **Section 3** (18 and over) or **Section 4** (if under 18).
3. Applicant then presents the following 3 items (in original form, not copies) to the **Children Welfare Officer Michelle O'Brien**:
 1. (1) Garda E-Vetting ID Form, (in paper form)
 2. (2) Proof of Identity (e.g. passport, driving licence – see page 2 of the Form for requirements)
 3. (3) Proof of Residence (e.g. recent utility bill showing your name and current address – see page 2 of the Form for requirements)
4. The **Children Welfare Officer** once satisfied of proof of identity and residence then verifies this by completing **'Section 2 – Proof of Identity and Residence'** – retaining a copy of the completed form and identification documents until vetting process completed.
5. The above changes have been introduced to streamline and improve our club vetting process.

Step 3 Complete the online **GAA Vetting Application form** – the information provided is forwarded to the NVB by the GAA and you will receive an online **NVB Vetting Form** to complete. Please note the email address entered as this will be one used for any future correspondence with the NVB.

Step 4 NVB Vetting Application Form – will be issued to the email address you provided in Step 3 above. Completing this form is a confidential matter between you and the NVB. Once all sections of the form have been answered this then completes your application process for E-Vetting in the GAA and within a short period of time you shall be contacted by the GAA to informing you as to the outcome of the vetting application. **You and your Club Secretary (only) will be notified when the vetting process has been completed. Therefore please advise the Child Welfare Officer A.S.A.P. at mishellyoo@gmail.com after you receive Vetting Confirmation from the NVB so we can update our records. Thank you.**

You must advise and provide proof of being Vetted by the NVB to the Child Welfare Officer before you can take up a role of working with children in the Club.

Now that having read the above, You are ready commence the Vetting Application process as follows:

1. **First advise the Child Welfare Administrator, Michelle O'Brien mishellyoo@gmail.com as she will be required to complete the 'GAA E-Vetting ID Form' [Step 1].**
2. **Then follow the link GAA VETTING which will guide you through the process.**

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Thank You