

## **Localise Volunteering For All and Best Practice Guidelines for Wellbeing**

### How Localise Fits for Guidance for Engaging External Facilitators

*External facilitators supplement, complement or support an identified component of the school's Wellbeing Promotion Process.*

- All Localise programming closely aligns itself to the 24 Statements of Learning set out by the Department of Education and Skills in the Framework for Junior Cycle 2015. The VFA in particular closely relates to Statement 6 -engaging students to appreciate and respect how diverse values, beliefs and traditions have contributed to the communities and culture in which she/he lives; and Statement 7 - values what it means to be an active citizen, with rights and responsibilities in local and wider contexts.
- Through the workshop will explore their community, examine volunteerism, appreciate the importance of diversity and difference, and evaluate their learning after the workshop.

*External facilitators are approved by the principal and board of management in consultation with the relevant teaching staff. All materials proposed for use by the external facilitator must also be agreed in advance by the principal and the board.*

- Please see attached documents included with this email. These documents provide all relevant details about the Volunteering For All programme.

*All external facilitators are compliant with the school's child protection policy and other relevant school policies and procedures.*

- All Localise staff are trained in Child Protection, and Garda Vetted as per Localise policy, and keeping aligned with the Department of Children and Youth Affairs. Localise is currently vetted for all schools within the Educational Training Board. It is Localise policy that Localise staff is to be with a teaching representative at all times whilst in a school.

*The school authority satisfies itself, having regard to its own legal advice if required, that it has met any vetting obligations that arise under the Vetting Act and in line with Circular 0031/2016, for such external facilitators.*

- Localise understands the importance of this requirement, and is happy to follow school policy where necessary, and are happy to undergo vetting at the discretion of the school.

*Programmes used are delivered by facilitators who are qualified to work within the specific area of content and with the students for whom the programmes are designed.*

- All Localise staff are qualified teachers and/or youth workers. Qualifications can be given on request.

*Relevant school staff liaise with facilitators in advance of the delivery.*

- It is under Localise policy that all information is given to the coordinating teacher and principal before commencement of the programme. Localise staff will be in communication with all concerned over several means of communication (ie. Telephone, email, and/or face-to-face meetings).

*External facilitators always work under the guidance and supervision of the relevant classroom teacher who remains in the classroom with the students at all times and retains a central role in the delivery of the subject matter. Absence of the teacher may undermine the integrity of the curriculum, and the credibility and professionalism of the teacher. It may also compromise the safety of the students.*

- It is Localise policy that Localise staff is to be with a teacher or a school staff person(s) at all times whilst in a school.

*Relevant school staff are informed of the details of the programme being provided by external facilitators.*

- It is under Localise policy that all information is given to the coordinating teacher and principal before commencement of the programme. Localise staff will be in communication with all concerned over several means of communication.

*Parents/carers are consulted and made aware in advance of the content of the programmes provided by external facilitators.*

- Localise understands the need for parents/carers to be informed as to what their children is participating in and learning within the classroom. Should any parent/carer require any information regarding the Volunteering For All programme, Localise is happy to oblige and distribute all materials being used and lesson plans.

*External facilitators and programmes are evaluated by students and teachers with regard to the subject matter, messages communicated, methodology and proposed learning outcome.*

- The Volunteering For All programme has a built in evaluation that is done immediately after the workshop.