

Educate Together



Educate
Together

Garda Vetting Verification ID Form

In accordance with National Vetting Bureau (NVB) procedures, applicants are required to provide proof of their identity and proof of address as part of the Garda Vetting process. Applicants under 18 years of age must attach a completed Parent/Guardian Consent form (NVB 3).

Incomplete or illegible forms will be returned directly to the school organisation.

PLEASE: Print clearly in BLOCK CAPITALS

TO BE COMPLETED BY THE PRINCIPAL OR CHAIRPERSON IN THE SCHOOL

Name of Vetting Applicant:	
Roles* being vetted for:	<hr/> <hr/>
School:	_____ Educate Together N.S.
Please indicate the position of person verifying documents**	Principal/Chairperson
Signed:	
Date:	

*The role must be clearly specified e.g. 'Basketball Coach' or 'Paired Reading Assistant' etc. Generic terms such as 'Volunteer' will not suffice.

**The Principal/Chairperson of Board of Management shall retain copies of the identification documents along with a copy of the NVB 1 form for their records.

PLEASE NOTE: Under Section 26(b) of the National Vetting Bureau (Children and Vulnerable Persons) Act 2012-2016 it is an offence to knowingly make a false statement for the purpose of obtaining, or enabling another person to obtain a vetting disclosure.

Vetting Identification Documents

When conducting Garda Vetting, the organisation (school) should require vetting subjects to present identification totalling 100 points to ensure they are checking the correct person. A full list of alternative acceptable forms of identity and the points they carry is available on the National Vetting Bureau website <https://vetting.garda.ie/Help/FAQ> - Verification of Identity

Photographic I.D.

Please tick one of the following

Vetting Verification Documents	Score	Tick
Irish Driving Licence or Learner Permit (new credit card format)	80	
Irish Public Services Card	80	
Current Passport (from country of origin)	70	

Proof of address

Please tick one of the following

Vetting Verification Documents	Score	Tick
P60 or P45 (from current year)	35	
Utility Bill e.g. gas, electricity, television, broadband (must not be less than 6 months old. Printed online bills are acceptable. Mobile bills are not acceptable.)	35	
Bank/Building Society/Credit Union Statement (within last 6 months)	35	

If none of the above identification options are suitable, please list others below:

Vetting Verification Documents	Score	Tick

Recent arrival in Ireland (less than 6 weeks)

Passport	100	
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Vetting Subject is unable to achieve 100 points*

Affidavit witness by a Commissioner of Oaths	100	
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Total Score	100	
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