

Airedale Church Trust (All Nations Church)

External Speakers Policy



Charity number:1070375

Church address: North Street, Keighley, BD21 3AF

Church contact: Daniel Mosby

Email: moz@myallnations.co.uk

Phone: 01535 606225

This policy first adopted / last reviewed: July 2026

This policy should be reviewed at least every 2 years. The next review is due on: July 2028

This policy applies to all Trustees and Staff at All Nations Church.

Purpose

The Church recognises it has a duty of care to its staff, congregation and visitors.

External events give valuable opportunities for external speakers to present diverse opinions. This policy contains a framework for visiting speakers to come to the church and enrich the events and activities, bringing a variety of opinions which can lead to debate and discussion.

This policy covers all events that take place on our premises or off campus where we are hosting the event at other venues.

Management of speakers and events

Events where external speakers are invited to address learners, members of staff and visitors must:

1. Comply with this policy.
2. Safeguard the reputation of the church
3. Be lawful
4. Ensure the Health and Safety of all members of the church, buildings and equipment.
5. Support good relationships within the church and the community.

Monitoring of events

1. As a Christian institution it will be at the discretion of the church whether the premises can be let to external organisations.
2. Requests for External speakers must be submitted to the Pastor at least 2 weeks before the event.
3. The event organiser must ensure this policy is adhered to and ensure that an assessment of the speaker is made using the booking form.
4. There must be sufficient information on the event and speaker and topic to allow for sufficient checks to be made. Two weeks' notice is required in order for these checks to be made and for the event to be cancelled if necessary.
5. All talks may be recorded to prevent the abuse of trust.
6. A member of staff may be present at all times during the event.
7. Failure to comply with this policy is a serious matter and may be subject to disciplinary procedures.

Booking Process for External Speakers

1. All requests for external speakers are to be submitted to the Pastor at least 2 weeks before the event.
2. References may be required.
3. The Pastors decision is final.