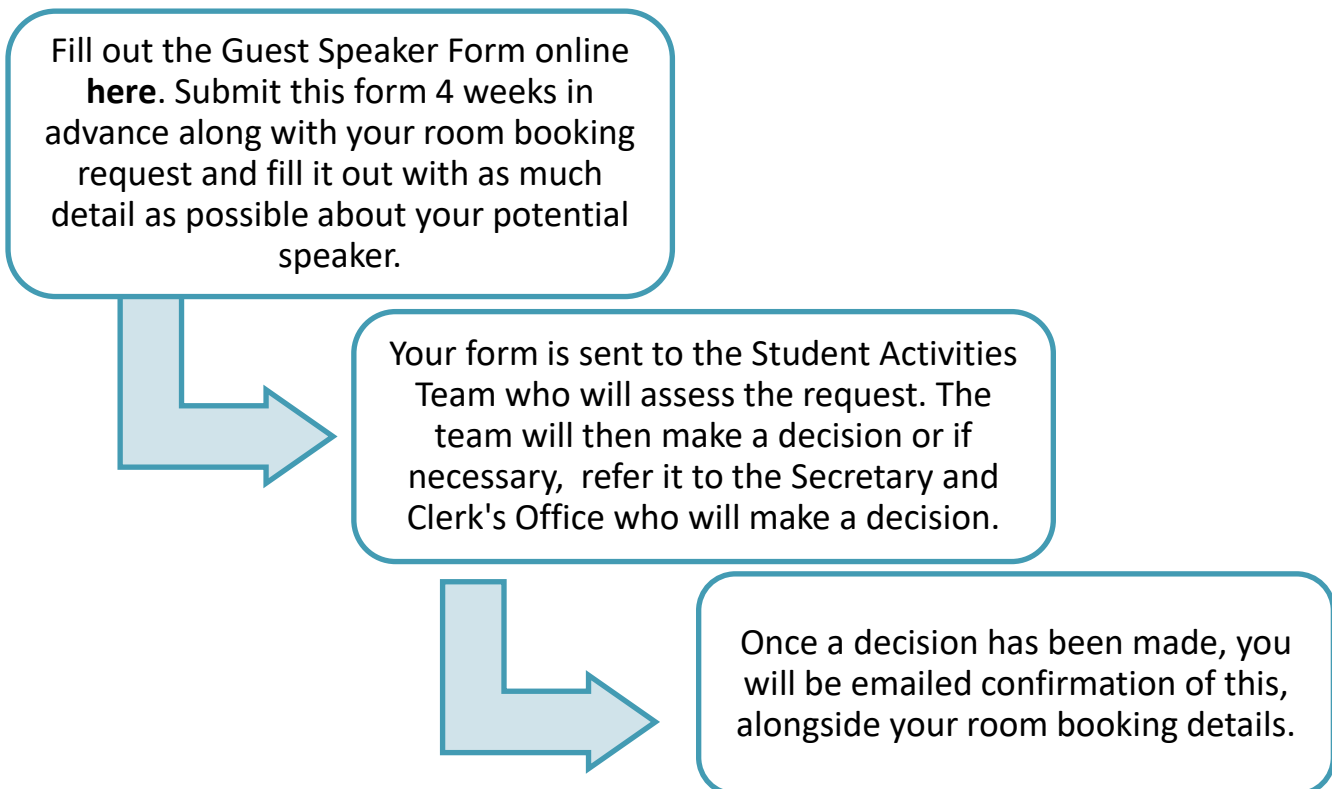


Guest Speaker Policy

The Guest Speaker Policy has been created as a result of guidance from Anglia Ruskin University and the Prevent Strategy, as outlined by the UK Government. For more guidance, please visit the university's information page on Prevent [here](#).

Any Club or Society wishing to bring an external Guest Speaker onto campus must follow the below procedure to ensure the correct process is put in place and notice must be given 4 weeks in advance of said event alongside a completed Risk Assessment. If your speaker is a member of staff at the University or an alumni of ARU, you still need to submit a Guest Speaker Form.

4 weeks' notice must be given to allow for the necessary assessments and decision-making involved in the process to take place.



If you do not follow this process your speaker will be turned away from campus and your event will be cancelled. If you have not submitted a Guest Speaker Form and had it approved and you

still invite the speaker to campus for your event, your society will be subject to disciplinary action. If you have any questions about this process or about an event you are planning, please contact a member of the Student Activities Team:

Email: societies@angliastudent.com

Phone: 01223 460 008 (Cambridge) / 01245 258 178 (Chelmsford)

In Person: 9am – 5pm in the Students' Union, Ground Floor, Peter Taylor House (Cambridge) or Students' Union, First Floor, Tindal Building (Chelmsford).

Further information on Prevent, Guest Speakers and Freedom of Speech can be found in the following University policies:

[Freedom of Speech](#)

[Prevent](#)

[Policies and Procedures for Students](#)

The following Students' Union policies also relate to Free Speech and External Speakers:

[Associate Membership Policy](#)

[Faith Worker Policy](#)

This policy was reviewed by the ARU Students' Union Trustee Board.

Date of review: September 2018

This policy will be reviewed annually.