

## **Child Protection & Garda Vetting Process**

Please note that all candidates who wish to do the “old syllabus” associate and licentiate music or drama exams are now required to attend the Griffith College Professional Practice / Child Protection module, on completion of this session candidates will have their Garda Vetting forms processed through the LSMD, Griffith College and submitted to the Garda Vetting Office. Candidates will be required to complete this module as a requirement to graduate with the old syllabus associate, proficiency and licentiate diplomas. Completion of this course is already compulsory and included in the new QQI Higher Diploma in Arts in Drama and Music programmes.

This course will take place on Saturday 5<sup>th</sup> or 12<sup>th</sup> November 2016 from 10am to 5pm, in order to register for this please email us to book your place. Non diploma candidates who wish to attend this course and have their Garda Vetting form processed can register for this course by completing the attached form/by email. The price for this course is €250.00 to LSMD teachers and students. Old syllabus diploma students also have the option to view the Child Protection Programme by video link online, the price for the online option is €100, and this can be viewed on your personal computer.

**Teachers can now submit payment of fees on line please click on [www.griffith.ie/payonline](http://www.griffith.ie/payonline)** click on the course “The Leinster School of Music & Drama when prompted.

**Music Teachers should insert the student number 2859322 and Speech & Drama Teachers should insert the student number 2859321.** There is no charge for using a debit card – but please note that there is an additional 2% fee when using visa/credit cards. Once the transaction is complete you will be emailed with a receipt of this payment to submit to the email address [leinster.exams@griffith.ie](mailto:leinster.exams@griffith.ie) and the log-in details for the online programme will be emailed to you.