



مدرسة أي بي سي الخاصة  
ABC Private School


## ABC Private School

# Child Protection Policy

Doc No:	ABC/OHS/PO-004
Rev:	01
Date:	26.05.2023


### Document Review and Approval

This document has been reviewed and approved as indicated in the following table.

Function	Name	Designation	Date	Signature
Approved	Ismat Daou	School Principal		
Reviewed				
Prepared	Roland Chick	Senior Operations Supervisor	26/05/2023	

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## Policy Statement

ABC Private School fully recognises its responsibility to child protection and will adhere to the laws of the UAE and procedures stipulated by the Abu Dhabi Education Council.

### ***“Our commitment to protect children”***

## Our values, principles and belief


- ✓ We are committed to protect children for whom we work.
- ✓ Child abuse is never acceptable.
- ✓ All children have equal rights to protection from abuse and exploitation.
- ✓ Establish and maintain an environment where children feel secure, are encouraged to talk and are listened to.
- ✓ Include opportunities in the curriculum for children to develop their skills they need to recognize and stay safe from abuse.

## Rationale

Students have a right to expect that school is a place where they are safe from abuse of all forms.


## Roles of Responsibility

- ✓ Principal
- ✓ Operations Manager
- ✓ Vice-Principal (Student Welfare)
- ✓ Supervisors
- ✓ Social worker

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## **We fulfil our commitment to protect children from abuse through the following measures**

- ✓ **AWARENESS:** We ensure that all staff are oriented, of the problem of child abuse and risks to children.
- ✓ **PREVENTION:** We have introduced awareness programs for staff and parents concerning child abuse and implemented healthy practices to minimize this menace.
- ✓ **REPORTING:** We ensure that staff are instructed as to effective steps that need to be taken, when concerns arise about child abuse.
- ✓ **RESPONDING:** We ensure that action is taken to support and protect children where concerns arise regarding possible abuse. **In order that the above standards of staff reporting and responding are met, the members of ABC Private school also ensure that:**
  - ✓ All staff should be alert to the signs of abuse and neglect and know to whom they should report concern or suspicion
  - ✓ The Social worker has knowledge and skills in recognising and acting upon child protection concerns is the first point of contact for staff and parents where a concern is identified
  - ✓ Designated staff has appropriate training to deal with child abuse or neglect.
  - ✓ Recruitment of staff follows safe selection procedures including local security checks. All staff who have contact with children will be screened
  - ✓ Where a deficiency is found regarding Child Protection Procedures it will

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be remedied without delay

## Teaching and Learning

The designated person (Vice-Principal (Student Welfare)) will

- ✓ Ensure the Principal is fully informed of any concerns
- ✓ Ensure all staff are aware of these procedures
- ✓ Ensure the safeguarding procedures are followed in the school
- ✓ Ensure appropriate training and support is provided to all staff
- ✓ Ensure that accurate records are maintained on an individual case and these are kept in a secure place and marked 'strictly confidential'
- ✓ Provide guidance to parents and staff about obtaining support

## Evidence


- ✓ Notes should be made as soon as possible after a conversation of notice
- ✓ Keep original copies as they may be required by a court
- ✓ Record the date, time, place and any noticeable non-verbal behaviour **and the words of the child.**
- ✓ Record on a body map the site of any injury
- ✓ Record statements and observations, not interpretations or assumptions

## UAE Regulations

In the event of an incident occurring, the school **must** report it to ADEK –PSQA (Licensing and Accreditation Division)

- ✓ Verbally as soon as possible
- ✓ Within 24 hours in writing

ADEK Contact Details

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Abu Dhabi Regional Office	026150116
Abu Dhabi Social Police	024490008 <a href="mailto:cp@adpolice.gov.ae">cp@adpolice.gov.ae</a>

## **Allegations Involving School Staff**


Any member of staff who has reason to suspect that a child may have been abused by another member of staff, either at school or elsewhere, must immediately inform the principal. A record of the concerns must be made, including a note of any witness to the incident or allegation.

Staff at ABC Private School will follow the ADEK Professional Standards regarding students, and staff code of conduct.

## **Educators will maintain a caring, professional relationship with all students, both in and outside the classroom**

### **Professional Conduct, including but not limited to:**

- ✓ Educators will behave in ways that promote the welfare of the students, taking all actions within their power to protect student safety
- ✓ Educators must be aware of, and comply with, all ADEK child protection policies
- ✓ Educators are obligated to report to relevant authorities if they suspect a student is being or will be harmed
- ✓ Educators will meet the individual learning needs of students, and assist all students to maximize their potential

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**Prohibited Unprofessional Conduct, including but not limited to:**

- ✓ Engaging or encouraging inappropriate relationships with students in or outside of the classroom, including any behaviour constituting sexual harassment or abuse
- ✓ Sending any inappropriate messages, pictures, or other communication to students in or outside of the classroom
- ✓ Using any form of discipline that involves corporal punishment, unnecessary or excessive verbal harassment, or that may cause physical or emotional harm to students
- ✓ Taking actions or behaving negligently in ways that endanger student welfare

Every teacher will have a copy of this Policy in their Professional Development Plan Fold. An Arabic version shall be made available for Arabic speaking Teachers and members of the school community if they wish to see the policy