

## **CHILD PROTECTION POLICY**

Adopted: April 2014

Review date: June 6, 2018

### **Motto**

**Find True Wisdom**

### **Vision**

**To be a centre of excellence in provision and promotion of quality education.**

### **Mission**

- To help children become confident, informed, purposeful and independent.
- To provide an enriching and stimulating environment within which the child becomes an active explorer.
- To provide a framework of discipline which empowers a child to develop self-discipline and a strong sense of self.
- To provide a cross-cultural environment in which the foundation of global peace may be laid.
- To awaken children's interest in all subjects and to encourage in them a love for learning.



### **KEY CONTACTS WITHIN THE SCHOOL**

#### **CHILD PROTECTION OFFICER**

NAME : Mrs.Spandana C H(Counsellor)  
CONTACT NUMBER : 056 2229935

#### **DEPUTY CHILD PROTECTION OFFICER**

NAME : Mrs.Ambili Shaji  
CONTACT NUMBER : 052 8694743

#### **NOMINATED GOVERNOR FOR CHILD PROTECTION**

NAME : Mr. Tariq Hermi  
CONTACT NUMBER : 050 5823032

## **ALTERNATIVE REFERRALS**

When members of the school have **URGENT** and **IMMEDIATE** concerns for the safety and welfare of a child or young person during school hours they should make an immediate referral to a member of the Child Protection Team or any accessible member of the Leadership Team.

## **CHILD PROTECTION POLICY OF SCHOLARS INDIAN SCHOOL**

### **1. INTRODUCTION**

Scholars Indian School takes seriously its responsibility to protect and safeguard the welfare of children and young people in its care.

### **2. PURPOSE**

2.1 An effective whole-school child protection policy is one which provides clear direction to staff and others about expected behaviour when dealing with child protection issues. An effective policy also makes explicit the school's commitment to the development of good practice and sound procedures. This ensures that child protection concerns, referrals and monitoring may be handled sensitively, professionally and in ways which support the needs of the child.

2.2 There are three main elements to our child protection policy;

- a) Prevention through the creation of a positive school atmosphere and the teaching, and pastoral support offered to pupils.
- b) Protection by following agreed procedures, ensuring staff are trained and supported to respond appropriately and sensitively to child protection concerns.
- c) Support to pupils who may have been abused.

2.3 This policy applies to all pupils, staff, governors, volunteers and visitors to Scholars Indian School.

2.4 This school recognises that it is an agent of referral and not of investigation.

### **3. SCHOOL POLICY**

3.1 We recognise that for our pupils, high self-esteem, confidence, supportive friends and clear lines of communication with a trusted adult helps to prevent abuse.

Our school will therefore:

- a) Establish and maintain an environment where pupils feel safe and secure and are encouraged to talk, and are listened to.
- b) Ensure that pupils know that there are adults within the school who they can approach if they are worried or are in difficulty.
- c) Include in the curriculum activities and opportunities for personal, social and Health Education (PHSE) which equip pupils with the skills they need to stay safe from abuse. School Enrichment Days and assemblies are the key means of delivery currently. Further information can be obtained from the Child Protection Officer (CPO).
- d) Include in the curriculum material which will help pupils develop realistic attitudes to the responsibilities of adult life, particularly with regard to childcare and parenting skills. Further information can be obtained from the CPO.
- e) Ensure that wherever possible every effort will be made to establish effective working relationships with parents and colleagues from outside agencies.

#### 4. FRAMEWORK and UAE CONTEXT

- 4.1 Child protection is the responsibility of all adults and especially those working with children. The development of appropriate school procedures and the monitoring of good practice are the responsibilities of the Person for Child Protection and Safeguarding
- 4.2 In the United Arab Emirates there is currently no infrastructure of Educational Safeguarding and/or Social Care Services. Following cases which caused concern in the Emirati community, Sheikh Mohammed, the Ruler of Dubai, supported the drafting of a Federal law on child protection “to ensure a secure and stable future for children in the U.A.E.”
- 4.3 In April 2012, it was reported that Dubai had “embraced a new policy to protect children against all forms of violence, abuse, exploitation and neglect and offer support and care for those in need.” The policy “aims to provide protection to Emirati and expatriate children under the age 18 who live permanently or temporarily in Dubai.” The Dubai Strategic Plan 2015 calls for the provision of “proper social services to meet the requirements of the local community.”
- 4.4 In November 2012, the UAE Cabinet approved “Wadeema’s Law” to “protect children in the UAE.....The law includes creating special units that intervene when children are at risk.....and.....stresses that all children have rights regardless of religion and nationality.”
- 4.5 In present circumstances, the lack of infrastructure means that the school’s scope for onward referral is very limited. The Dubai Consulate or Embassy of the child’s country of nationality could be one option. Professional counsellors, consultants, psychologists could also be considered, but there would be financial implications. In the most extreme cases, it could be that direct referral to the Police would be indicated.

#### 5. ROLES AND RESPONSIBILITIES

- 5.1 All adults working with or on behalf of children have a responsibility to protect them. There are, however, key people within the school who have specific responsibilities under child protection procedures. The names of those carrying out these responsibilities for the current year are listed on the cover sheet of this document.
- 5.2 It is the role of the Child Protection Officer to ensure that all of the child protection procedures are followed within the school, and to make appropriate, timely referrals if practicable. If for any reason the **Child Protection Officer** is unavailable, the **Deputy Child Protection Officer** has been identified who will act in their absence. Additionally, it is the role of the Child Protection Officer to ensure all staff employed including temporary staff and volunteers within the school are aware of the school’s internal procedures, to advise staff and to offer support to those requiring this.
- 5.3 The role of the Nominated Governor for Child Protection is to ensure that the school has an effective policy, that the Guidelines are complied with and to support the school in this aspect. Governors should not give any details relating to individual child protection cases or situations to ensure confidentiality is not breached.
- 5.4 The Child Protection Officer and the Principal provide an annual report for the governing body detailing any changes to the policy and procedures; training undertaken by all staff and governors and other relevant issues.

#### 6. PROCEDURES

- 6.1 All action is taken in line with the following guidance;
- 6.2 Staff are kept informed about child protection responsibilities and procedures through induction, briefings and awareness training. There may be other adults in the school who rarely work unsupervised,

more usually working alongside members of the school staff. However the Principal will ensure they are aware of the school's policy and the identity of the Child Protection Officer.

- 6.3 Any member of staff, volunteer or visitor to the school who receives a disclosure of abuse, an allegation or suspects that abuse may have occurred **must** report it immediately to the Child Protection Officer or in their absence, the Deputy Child Protection Officer. In the absence of either of the above, the matter should be brought to the attention of the most senior member of staff.
- 6.4 The Child Protection Officer or their Deputy will immediately refer cases of suspected abuse or allegations in accordance with the procedures outlined within this policy.
- 6.5 The school will always undertake to share an intention to refer a child with the parents unless to do so could place the child at greater risk of harm or impede a criminal investigation. On these occasions advice will be taken.
- 6.6 A statement in the school brochure will inform parents about our school's duties and responsibilities under child protection procedures. Parents can obtain a copy of the school child protection policy on the Scholars Indian School website.

## **7. TRAINING AND SUPPORT**

- 7.1 The Principal and all other staff who work with children will undertake appropriate child protection awareness training to equip them to carry out their responsibilities for child protection effectively, that is kept up to date by refresher training at three yearly intervals as set out in Safeguarding Children in Education.
- 7.2 The school will ensure that the Child Protection Officer also undertakes training and refresher training at two yearly intervals to keep knowledge and skills up to date Temporary staff and volunteers who work with children in the school will be made aware of the school's arrangements for child protection and their responsibilities.
- 7.3 Support will be available for staff from the Principal in the first instance, and from members of the school's leadership team where there are concerns about queries about child protection. All staff should have access to advice and guidance on the boundaries of appropriate behaviour and conduct. These matters form part of staff induction and are referred to in the staff handbook.

## **8. PROFESSIONAL CONFIDENTIALITY**

- 8.1 Confidentiality is an issue which needs to be discussed and fully understood by all those working with children, particularly in the context of child protection. The only purpose of confidentiality in this respect is to benefit the child. A member of staff must never guarantee confidentiality to a pupil nor should they agree with a pupil to keep a secret, as where there is a child protection concern this must be reported to the Child Protection Officer and may require further investigation by appropriate authorities.
- 8.2 Staff will be informed of relevant information in respect of individual cases regarding child protection on a "need to know basis" only. Any information shared with a member of staff in this way must be held confidentially to themselves.

## **9. RECORDS AND MONITORING**

- 9.1 Well-kept records are essential to good child protection practice. Our school is clear about the need to record any concern held about a child or children within our school, the status of such records and when these records should be passed over to other agencies.
- 9.2 Any member of staff receiving a disclosure of abuse or noticing signs or indicators of abuse, must make an accurate record as soon as possible noting what was said or seen, putting the event in context,

and giving the date, time and location. All records will be dated and signed and will include the action taken.

- 9.3 These file notes are kept in a confidential file, which is separate to other files, and stored in a secure place by the Child Protection Officer. In the same way notes must be kept of any pupil who is being monitored for child protection reasons.
- 9.4 If a pupil transfers from the school, these files will be copied for the new establishment and forwarded to the pupil's new school marked confidential and for the attention of the receiving school's Child Protection Officer.

## **10. ATTENDANCE AT CHILD PROTECTION CONFERENCES/WORKSHOPS/ MEETINGS**

- 10.1 It is the responsibility of the Child Protection Officer to ensure that the school is represented or a report is submitted to any child protection conference/workshops/meetings called for children on their school roll or previously known to them. Whoever attends should be fully briefed on any issues or concerns the school has and be prepared to make decisions on registration at the end of the conference/workshops/meetings.
- 10.2 When a child is placed on the Child Protection Register and is, therefore, a child with a plan, it is the Child Protection Officer's responsibility to ensure that the child is monitored regarding their school attendance, welfare and presentation.

## **11. SUPPORTING PUPILS AT RISK**

- 11.1 Our school recognises that children who are abused or who witness violence may find it difficult to develop a sense of self-worth or view the world as a positive place.
- 11.2 This school may be the only stable, secure and predictable element in the lives of children at risk. Nevertheless, whilst at school their behaviour may still be challenging and defiant or they may be withdrawn.
- 11.3 This school will endeavour to support pupils through:
- a) The curriculum to encourage self-esteem and self-motivation.
  - b) The school ethos which promotes a positive, supportive and secure environment and which gives all pupils and adults a sense of being respected and valued.
  - c) The implementation of the school's behaviour management policies.
  - d) A consistent approach agreed by all staff which will endeavour to ensure the pupil knows that some behaviour is unacceptable but s/he is valued.
  - e) Regular liaison with other professionals and agencies who support the pupils and their families.
  - f) A commitment to develop productive, supportive relationships with parents, whenever it is in the child's best interest to do so.
  - g) The development and support of a responsive and knowledgeable staff group, trained to respond appropriately in child protection situations.
  - h) Recognition that statistically children with behavioural difficulties and disabilities are most vulnerable to abuse so staff who work in any capacity with children with profound and multiple disabilities, sensory impairment and / or emotional and behavioural problems will need to be particularly sensitive to signs of abuse.
  - i) Recognition that in a home environment where there is domestic violence, drug or alcohol abuse, children may also be vulnerable and in need of support or protection.
- 11.4 This policy should be considered alongside other related policies in school. These are the policy for the teaching of PSHE, the policy for the management of pupils' behaviour (including our policy on physical intervention and our policy on bullying) and the health and safety policy.

## **12. SAFE SCHOOL, SAFE STAFF**

- 12.1 It is essential that the high standards of concern and professional responsibility adopted with regard to alleged child abuse by parents are similarly displayed when members of staff are accused of abuse.
- 12.2 Only authorised agencies may investigate child abuse allegations (Currently, in Ras Al Khaimah this would mean the Police only). Whilst it is permissible to ask the child(ren) simple, non-leading questions to ascertain the facts of the allegation, formal interviews and the taking of statements is not.
- 12.3 If for any reason it is decided that a referral is not appropriate, it will be necessary to address matters in accordance with the school's complaints/disciplinary procedures.

## **13. USE OF THE SCHOOL PREMISES BY OTHER ORGANISATIONS**

- 13.1 Where services or activities are provided separately by another body, using the school premises, the Governing Body will seek assurance that the body concerned has appropriate policies and procedures in place in regard to safeguarding children and child protection.

## **14. WHISTLEBLOWING**

- 14.1 We recognise that children cannot be expected to raise concerns in an environment where staff fails to do so.
- 14.2 All staff are expected to fully comply, at all times, with the School's Professional Code of Conduct.
- 14.3 All staff should be aware of their duty to raise concerns about the attitude or actions of colleagues. If necessary they should speak to a member of the School's Leadership Team.
- 14.4 If a member of staff has concerns about the conduct of a member of the School's Leadership Team (other than the Principal) they should contact the Principal.
- 14.5 If a member of staff has concerns about the conduct of the Principal they should contact the Chairman of the School.

## **15. POLICY REVIEW**

- a) The School's Leadership Team is responsible for ensuring the annual review of this policy.
- b) The Leadership Team is also responsible for ensuring that the list of key contacts on the cover sheet is kept up to date.

**Prof. M. Abubaker**  
**Principal**