

# **Al Ittihad Private School Jumeirah**



## **Child Protection & Safeguarding Policy** **AY 2024-2025**

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## Vision Statement

“A generation of heritage guardians and global thinkers.”

## Mission Statement

IPS-Jumeirah provides a nurturing learning environment which motivates students to develop and exercise essential leadership skills for the 21st century. Our programs promote lifelong learners who display self-discipline, the ability to work effectively and respectfully with diverse teams, display tolerance and acceptance of others, while encouraging them to become global citizens who stay true to their heritage.

## Core Values

- Tolerance
- Compassion
- Resilience
- Innovation
- Honesty
- Respect
- Collaboration

Al Ittihad Private School–Jumeirah is one of the five Al Ittihad Private School branches and opened its doors in 1998. IPS-J is serving a community of over 2,500 students and has become one of the premier schools in Dubai offering an American Curriculum. The school follows a standards-based US curricular program (California and MOE standards) from Pre-K to Grade 12 designed to prepare students for post-secondary education. IPS-J is an inclusive school offering a learning support program, which enables the admissions of a managed number of students requiring learning support at each grade level.

## I. Declaration

Al Ittihad Private School Jumeirah (IPS-J) thrives to protect & safeguard every child under its roof and is ready to cooperate with the Community Development Authority- Child Protection Center (CDA- CPC) and Ministry of Interior-Dubai Police to eliminate any type of child abuse.

All staff members, mainly TEACHERS are urged to report any type of abuse (that can be witnessed) whether physical (bruises, injuries...) & or/any type of neglect (physical/emotional) to their Section Principal who will contact the Child Protection Officer at school. The CPO will contact the child's parents and inquire about the issue, then treat each case accordingly.

## II. Introduction

A teacher who works with very young children has many roles to play to help protect, nurture, teach & safeguard her students.

IPS-J has a comprehensive 'Child Protection Policy' available to all staff members (old & new) with clear procedures on how to handle abused children & who to report to when such abuse is evident.

The most important thing is not to ignore any sign and help the child by removing him/her from any risky or dangerous situation. This is a collaborative effort by the school management & the intervention of the Community Development Authority (CDA) / & or Dubai Police.

Our strategic plan indicates that staff members know how to handle little children, by getting proper training on what abuse is and the many forms which it might appear in, whether:

- Physical (deliberate injury or failure to prevent injury /suffering)
- Emotional (emotional ill treatment causing fear, exploitation or corruption of children)
- Sexual (forcing/enticing a child to take part in sexual activity)
- Neglect (persistent failure to meet a child's different needs whether intentional or unintentional)

Teachers know that children have rights, most importantly the right to be safe from danger, happy and respected; the right to parental guidance not negligence, freedom of expression, of thought, conscience & religion, protection from all forms of violence, good health & health services, the right to education, leisure, play & culture; ALL children have these rights even those with disabilities have Rights. IPS-J is working towards putting these rights into practice in a warm & loving environment which comprises of every staff member. At IPS-J, teachers know the proper procedures to seek help for any abused/or neglected child and can respond to abuse using the proper means.

Children's rights were specified by the **United Nations in 1989** which acknowledges fundamental rights to which all children are entitled for their proper development.

UNCRC United Nations Convention on the Rights of the Child has 4 underlying principles, namely:

- Principle of the best interest of a child
- Principle of survival & development
- Principle of non-discrimination
- Principle of respect for the view of a child

As to the rights of children, there are immediate rights which cover civil & political rights; as well as progressive rights that cover economic, social, & cultural rights. The simplified version of the UNCRC has been signed by 192 countries including UAE which comprises of 54 articles which indicate that everyone under the age of 18 has ALL these rights of a child as an international legal document.

IPS-J is working towards full commitment with the below stated ***purpose, Vision, & mission.***

CDA/ CPC did its best to develop & implement all the internationally recognized 'best practices' in the protection of children living in & visiting the UAE.

## 2.1 Purpose

Aimed at providing safety, security, and protection to all children living & visiting the UAE (the law states that anyone under 18 is considered a child).

## 2.2 Vision

To have the UAE as one of the most secure and safest countries in the world.

## 2.3 Mission

To work effectively towards enhancing the quality of life for everyone in the UAE community by providing security, traffic, reform & residency services, and ensuring safety of lives & properties.

## 2.4 Themes

- **Protection:** work as a team to reduce child victimization & improve child personal safety.
- **Prevention:** preventing child abuse & neglect and the risk of any other harm by raising awareness, delivering campaigns aimed at deterring offences against children, ensuring the robust enforcement of legislation & policies developed.
- **Partnerships:** CDA CPC will coordinate local, regional & global efforts in the area of child protection through collaboration with international bodies, government entities, non-government entities, industry, and professionals in the field.
- **Attention & Care:** CDA CPC is committed to caring about children & families. In this respect it will act with compassion, integrity, & honesty in all situations and will listen with respect & empathy.

## 2.5 Values

- Justice & Human Rights
- Leadership & Spirit of Teamwork

- Innovation & Excellence
- Fairness
- Honesty
- Loyalty
- Social Responsibility
- Confidentiality & Anonymity

## **2.6 Functions**

- Development of child protection strategies, policies and practice
- Compliance & Regulation
- Community Outreach
- Support Services

## **2.7 Membership and Collaboration**

CDA promotes coordination of global efforts in the area of child protection through collaboration with international bodies, government entities, non-government entities, industry & professionals in the field.

## **2.8 Strategy**

- Child Abuse Investigation
- Prevention of Physical Abuse & Exploitation
- Child Protection on Roads & Transport
- Child Protection in Buildings
- Child Protection in Crisis & Disaster
- Child Protection in Public Venues
- Child Protection on the Internet
- Child Protection Against Known Dangerous Persons
- Child Protection in Schools & Education
- Child Protection Against Bullying & Peer Abuse

- Child Protection in Troubled Families

The most important thing for a teacher to do is first to directly report the incident to the school management, document it (page 10), and write down all her observations and speculations.

IPS-J management has a major role in protecting ALL the children that attend school even if it means protecting them from their own parents by following clear procedures & being consistent in following up with the child & his/her family.

The school management will assume the responsibility of reporting the incident to the CDA if the case is child neglect (hygiene- food...etc....); and to Dubai Police if the case is either physical or sexual abuse (marks, bruises...).

The **school's strategic plan indicates** that the whole **team** that works with children (teacher, assistant, nanny, nurse, administrator, etc....) should get proper training on recognizing any type of abuse and reporting it to the school management. Every adult surrounding the child shares the responsibility of preventing child abuse in any form. These adults are mainly his parents, but if one or both of them are posing a threat & endangering the life &/or wellbeing of the child, then the **CDA-CPC** & the **Police** will protect this child even from his/her own parents. Every child has a natural right to survive in a healthy, happy, & safe environment.

**IPS-J** will ensure having a “**Child Protection Officer**” who assumes the responsibility of being fully committed to safeguarding & promoting the welfare of all children of all ages. In addition to that, IPS-J has a list of policies that also contribute to the child’s care & welfare, namely: BULLYING Policy; BEHAVIOR Policy; HEALTH & SAFETY Policy.

The role of the designated “**C**hild **P**rotection **O**fficer” is to:

- All staff members at the beginning of each academic year are informed of the name of each CPO in each section of the school, and that they have an individual responsibility of reporting any child protection concerns that they might come across; as well as inform the staff members of the school’s protection procedures.
- All staff members need to be alert to the signs of abuse and to respond to a student who may tell or speak out about being abused.



- Ensure that the parents have a clear understanding of the responsibility placed on the school & staff in relation to child protection (Parents Orientation Day, memos, parents' meetings, and school website).
- CPO will provide a training session for all staff members.
- CPO will develop effective links with local agencies & cooperate as required with their inquiries on child protection procedures & matters.
- CPO will keep written records of concerns about children (noting the date, event & action taken), even when there is no need to refer the matter or take it further.
- When there is a cause to take the matter further, the CPO must ensure that the case is discussed with all relevant parties & that there are set procedures for reporting & following-up concerns.
- Ensure that the written records are kept in securely locked locations in the respective sections of the school. These records are updated when new incidents occur.
- CPO should adhere to the procedures set by the section Principal when allegations are made against a staff member.
- CPO must meet each term with IPS-J CPC to discuss child protection within the school & to review policies & share best practices.
- CPO will liaise/guide & support ALL staff members (through communicating with IPS-J CPC members) within their respective sections of the school to ensure that students have the correct information with regards to “Child Protection” & are aware of the many adults that are ready to provide support & advice when it is needed.
- CPO will ensure that designated notice boards are found all around the school, that display the names & telephone numbers of “Child Protection Officers” & related persons who can be contacted in case of emergency or if any child or staff member feels the need to raise a concern or seek help.

### III. Supporting Students at-risk

IPS-J recognizes that children who are abused or witness violence may find it difficult to develop a sense of self-worth & to view the world as a safe place. They may feel helpless, humiliated, & might blame themselves for any mishaps or violence in their direct environment. The school may be the only secure, stable, and predictable element in the lives of children at-risk. Nevertheless, when at school, their behavior might be challenging & defiant, and they may be withdrawn.

IPS-J will support these children through:

- The content of the curriculum which encourages self-esteem, motivation & self-regulation.
- The school ethos which promotes a positive, supportive & secure environment & give students a sense of value.
- The school's behavior policy which emphasizes the need to support students. All staff members agree on a consistent approach which focuses on the behavior of the child, in order not to damage the student's sense of self-worth.
- Keeping records & notifying the Director-General & any other relevant parties in case of a recurrence of a concern.
- If the child at-risk moves to another school, IPS-J will transfer the information to the next school.

### IV. IPS-J Requests Police Clearance (CGC)

- Every new staff member has to submit a recent CGC to HR before joining IPS-J.
- Any therapist (speech, OT, ABA) who requests to visit our school to observe any student from K-12 should provide the Head of Inclusion or the CPO with a copy of his/her work permit/ license. If that therapist does NOT work in a center (works as a freelancer), then he/she should provide us with a Police Clearance.
- All shadow-teachers of SEND students are required to provide the Head of Inclusion or CPO with a copy of all her certificates + Police Clearance before actually starting to accompany the child at school.

- Any student-trainee (even if she is a mother of one of our students), who requests to spend a few weeks of training at any of the school sections, must provide the section principal with a copy of her Police Clearance.
- All visitors, workshop conductors & inspectors who visit our school, need to provide us with a copy of their Emirates ID or their passport.
- After-school clubs: all coaches & trainers need to provide the Activities Coordinator with a police clearance before the training sessions take place. Attached please find the trainers/coaches policy.
- All exhibitors in any school event (career fair/ university open day) have to provide the Career Counselor/ Activities Coordinator with a copy of their Emirates ID or passport, and no last-minute change in names is allowed without informing Career Counselor/ Activities Coordinator prior to the event and providing them with a copy of their Emirates ID or passport.

## V. IPS-J Documenting Abuse Incidents

Child's Name: \_\_\_\_\_

Age: \_\_\_\_\_ Class: \_\_\_\_\_ Date of Disclosure: \_\_\_\_\_

Child's EXACT WORDS describing the incident:

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Questions & Answers:

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Teacher's/ CPO observations on the child's behavior/body language while talking about the incident

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Teacher/ CPO name

Signature:

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## VI. Disclaimer

### Disclaimer

This policy was developed by Al Ittihad Private School-Jumeirah. It is intended for use exclusively by school staff and students. Any external use, whether in whole or in part, requires management approval. Any exceptions to this policy must also be approved in advance by the school management.

### Child Protection & Safeguarding Policy

Date created: August 2021

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