

Student Protection Policy

School Name: United Private School Branch 1

Policy Effective Date: August 18, 2025

Next Review Date: August 2026

1. Introduction

The purpose of this policy is to ensure the protection of all students within the institution by safeguarding them from any form of abuse, neglect, exploitation, and any other harm. This policy reflects the institution's commitment to creating a safe and supportive environment for every student.

2. Scope

This policy applies to all staff, including teachers, administrators, support staff, and volunteers within the educational institution, and covers all students under its care, both during school hours and at school-related events.

3. Key Objectives

- To safeguard students from any form of abuse or harm.
- To establish clear procedures for reporting and responding to cases of suspected abuse or neglect.
- To ensure all staff are trained to recognize signs of abuse and understand their responsibilities.
- To support students who have experienced harm or are at risk.
- To involve parents and guardians in maintaining a safe learning environment.

4. Definitions of Abuse

Abuse is any action that harms a child physically, emotionally, or sexually, or that neglects their basic needs. This policy identifies the following types of abuse:

- **Physical Abuse:** Any act of physical harm, such as hitting, shaking, burning, or inflicting injury.
- **Emotional Abuse:** Any act that causes emotional harm, such as verbal threats, isolation, or humiliation.
- **Sexual Abuse:** Any form of sexual contact or behaviour with a student, including exploitation.
- **Neglect:** Failure to provide for a student's basic needs, including food, shelter, clothing, and supervision.
- **Bullying:** Any form of intimidation, whether physical, verbal, or emotional.

5. Staff Responsibilities

All staff are required to:

- **Report suspected abuse:** Any staff member who suspects that a student has been abused, neglected, or harmed must report it immediately to the Child Protection Committee (CPC) or the designated safeguarding lead.
- **Recognize signs of abuse:** All staff will receive training on identifying the signs of abuse and neglect.
- **Provide support to students:** Ensure that students feel supported and safe to report any issues they may be facing.
- **Maintain confidentiality:** Information about suspected abuse must be kept confidential and shared only with those who need to know.

6. Reporting Procedures

The reporting of concerns regarding a student's safety and well-being is critical. The steps for reporting are as follows:

1. Immediate Reporting:

- Any staff member who becomes aware of a concern must immediately report it to the school's Child Protection Committee (CPC) or designated safeguarding officer.
- In case of immediate danger or emergency, staff must contact local authorities (police or emergency services) immediately (dial 999).

2. Documenting the Concern:

- All concerns or suspicions of abuse must be documented on the school's digital safety concern portal or on a Safety Concern Form.
- The report should include any observations, conversations with the student (if applicable), and actions taken.

3. Investigation:

- The school's Child Protection Committee (CPC) will lead a confidential investigation in consultation with local authorities and social services, if necessary.
- The student's safety and well-being will be the priority during the investigation process.

7. Safe School Environment

The school will ensure that:

- The physical environment is safe and secure for all students, with measures to prevent bullying, harassment, and other safety concerns.

- All staff and volunteers undergo background checks to ensure they are suitable to work with students.
- The curriculum incorporates discussions on safety, rights, and how students can protect themselves.

8. Parental Engagement

Parents and guardians have a vital role to play in the protection of their children. The school will:

- Communicate this Student Protection Policy clearly to all parents and guardians.
- Encourage parents to maintain open lines of communication with the school about any concerns they may have regarding their child's safety.
- Provide parents with information on how to report concerns.

9. Training and Awareness

- All staff will undergo regular training on safeguarding, recognizing signs of abuse, and reporting procedures.
- Students will be educated about their rights, how to recognize inappropriate behaviour, and how to report concerns.

10. Support for Affected Students

The institution will:

- Provide emotional and psychological support to students who have been affected by abuse or neglect.
- Work closely with local agencies to ensure that affected students receive the appropriate care and support.

11. Confidentiality

- All information relating to allegations or concerns of abuse will be handled with the utmost confidentiality, shared only with the necessary parties involved in the protection and investigation process.

12. Review and Evaluation

This policy will be reviewed annually by the Child Protection Committee (CPC) to ensure its effectiveness and to update any relevant practices in line with legal or educational developments.

This policy aims to ensure a structured approach to preventing, reporting, and addressing student abuse and neglect, based on the best practices from ADEK's guidelines.

Approved by:
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School Principal