



Abu Dhabi Grammar School (Canada)

Student Protection Policy

September 2017

Core Principles of Student Protection

- All students have a right to be protected from harm.
- Any behavior that harms a student is not acceptable.

Abu Dhabi Grammar School (Canada) is committed to ensuring that we:

- ▶ Provide a safe, supportive and disciplined learning environment for all students;
 - ▶ Take action to prevent reasonably foreseeable harm to students; and
 - ▶ Report when an employee reasonably suspects harm or risk of harm to students.
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- ▶ At all times, the school and the school Principal will ensure that all students shall be free of exploitation, bullying, physical and/or sexual abuse, verbal abuse, and/or harm of any kind.
 - ▶ The **School Principal shall accept in loco parentis** (in the position of a parent) responsibility for all students at all times whilst they are in the school's care, including travelling to and from the school using school transport and moving between, waiting for, and taking part in, all activities organized by the school
 - ▶ The school will **publish and implement a Student Protection Policy** to ensure that all students are protected from any form of harm. This document will be published on our school website effective September 2017.
 - ▶ School management shall ensure the supervision of students 45 minutes before the start of the school day and 90 minutes after school hours.
 - ▶ Any teacher or other member of staff who **suspects that a student is being harmed** shall immediately report these suspicions to the school Principal or notify the hotline at 116111. Or in the case of the offence being carried out by the Principal, the School Owner is to be notified .
 - ▶ The school Principal will **immediately suspend any member of staff** who is alleged to have abused a student or students.

- ▶ The school Principal will ***immediately notify the Council*** of any breach of student protection and send a written report to the Council within **24 hours** of any actual or suspected breach.

It is mandatory that Abu Dhabi Grammar School (Canada), hereafter called AGS, thoroughly investigates and reports all incidents of any kind of abuse of students to Abu Dhabi Education Council, hereafter called ADEC.

If any such incident occurs, whether proven or suspected, it is the responsibility of the **Principal** (or in the case of the offence being carried out by the Principal, **School Owner**) to:

- ▶ **Take immediate action** to safeguard all those involved;
 - ▶ **Report the incident** immediately to:
 - ▶ ADEC – PSQA; The hotline at 116111
 - ▶ concerned parents/guardians;
 - ▶ Immediately **suspend any staff member** who is alleged to have committed an offence involving Student abuse, pending the outcome of an investigation;
 - ▶ Carry out a **formal investigation** obtaining written statements from those involved;
 - ▶ Provide ADEC with a **written report** within **24 hours** of the incident; and
 - ▶ Anyone found guilty of such an offence will immediately be **dismissed**.
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- ▶ Safety of school buildings, transportation and activities;

The following areas of student protection will be

- ▶ Students' health, welfare and well-being;
 - ▶ School nurses are available to assist with any health issues regarding the student body

- ▶ Guidance Counselor is available for students to go to for support if needed

- ▶ Conduct and discipline of students;
 - ▶ Our school Code of Conduct is in place at all times, both in school and when on excursions
 - ▶ Code of Conduct Committee will help out with Positive Effective Behaviour Solutions

- ▶ Confidentiality of students' personal data;
 - ▶ All student files are locked in the main office and accessible only through written request from teacher/administration

- ▶ Security of school IT systems;
 - ▶ Security systems are in place in designated areas and are controlled and monitored whenever students are present in the building. The security system records all activity in designated areas 24 hours a day.

- ▶ Supervision for students during school hours and extra-curricular activities;
 - ▶ Policies and procedures are in place to insure that students are fully supervised both in the classroom, during after school activities and trips outside the school
 - ▶ School Management shall ensure the supervision of students 45 minutes before the start of the school day and 90 minutes after school hours.

- ▶ Vetting procedures of all school personnel in association with relevant authorities;
 - ▶ All staff must present a recent Criminal Records Check along with their application to teach at AGS. All teachers must provide character references with each application
 - ▶ Application packages, provided by AGS, will include a copy of the Student Protection Policy and it will be stated that employment is contingent of commitment to the policy.

- ▶ All volunteers, and outside visitors who come in direct contact with students, must have prior ADEC approval
- ▶ Provision for school staff training (e.g., First Aid, CPR, physical interventions);
 - ▶ First Aid, CPR and Non Violent Crisis Intervention Training are offered to all staff on a biannual basis
 - ▶ All staff will be required to sign a statement of commitment to the policy as well as a personal declaration of criminal convictions. Contact details of 2 character referees must be completed with the declaration

Training

- ▶ The Guidance Counselor and Administrative Assistant will be integral in the support of the policy and assist as needed. They will have more specialized understanding and training of the policy and procedures
- ▶ Volunteers and part time staff will be required to sign a statement of commitment to the school's Student protection policy and undergo training on Student Protection
- ▶ Prior to the beginning of school each year a half day workshop will be provided for all new and returning staff. General refreshers for personnel to remind staff of procedures and policy will be provided in February of each year. This training will be provided by School Administration, including the Guidance Counselor
- ▶ All parents must sign a waiver to use communications and media as a means of communicating student learning, if they wish for their child to participate in sharing images and work completed at school
- ▶ Students will receive age appropriate and specific training on safety, policies and procedures
- ▶ Students will participate in the development of classroom and school Codes of Conduct and will be instructed on acceptable and expected behavior at AGS
- ▶ Behaviour matrices will be displayed in appropriate areas and in each classroom
- ▶ Teacher Expectations
 - ▶ Teachers must adhere to the Protocols set out by AGS with regards to Conduct and appropriate behavior towards students

- ▶ Disciplinary action will be clearly spelled out in the AGS Code of Conduct
- ▶ Provision for students and their parents to provide feedback;
 - ▶ Opportunities will be provided for parents to provide feedback personally or in a written forum
- ▶ Reporting of incidents within the school, to parents, to ADEC and to other related government entities.
 - ▶ Communication with parents and ADEC will be transparent and ongoing as necessary
- ▶ Our school is equipped with an **integrated and fully functioning access and security system** - including access procedures and logs, surveillance cameras and other devices, and surveillance procedures - to ensure the safety and well-being of students, staff, visitors and contractors while protecting individual privacy at all times. All guests must present an ID card to enter the building as well as signing in and out when visiting the school.
- ▶ Reporting
 - ▶ Standardized reporting forms will be available for all parties involved with the education of our students to use
 - ▶ The form will contain
 - ▶ Relevant contact details for student protection services, social services department, emergency medical help, police and help lines available and accessible to representatives
 - ▶ Guidance to all representatives on confidentiality and information sharing
 - ▶ Staff are obligated to report all concerns immediately to School Administration or Guidance Counselor who in turn may seek guidance from ADEC or police
 - ▶ A standardized management flowchart will be available for reporting suspected abuse.
 - ▶ Guidance on dealing with allegations will be given to staff to ensure that the student is treated with respect
 - ▶ Guidance will be given that reporting any incident is required; large or small

- ▶ Arrangements will be made to provide supervision and support to those affected during and after an allegation

This plan will be monitored and updated twice yearly, in June and January. Any updates or changes will be communicated to parents, students and staff in September and February of each year. September 2016



AGS Flow Chart for Incident Reporting

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 - ▶ concerned parents/guardians;
- ▶ Immediately **suspend any staff member** who is alleged to have committed an offence involving Student abuse, pending the outcome of an investigation;
- ▶ Carry out a **formal investigation** obtaining written statements from those involved;
- ▶ Provide ADEC with a **written report** within **24 hours** of the incident; and

- ▶ Anyone found guilty of such an offence will immediately be **dismissed**.

UAE Child Protection Law to take effect on June 15

[Ramola Talwar Badam](#)

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DUBAI // A new law takes effect on Wednesday to protect children from abuse and neglect, and support their right to safety, shelter, health care and education.

For the first time, anyone in contact with a child – from parents and teachers to doctors and nurses – can be held accountable for causing harm, and is legally obliged to report cases of suspected abuse.

In Dubai, two child protection centres have been set up to help young people up to the age of 18. “Our child protection specialists will be available on call any time,” said Khaled Al Kamda, director general of the Community Development Authority.

“If a child’s life is in danger then we intervene immediately. The centre has the authority to go, take out the child and remove them to safety.”

In Abu Dhabi, social workers will be available for the first time at a new child affairs prosecution service to assist and investigate cases related to young people.

Nationwide, cases can be reported on the 116111 hotline, with a guarantee of anonymity and confidentiality.

Social workers and lawyers will visit schools after the academic year begins in September to brief staff on the new law, often referred to as Wadeema’s Law in memory of a young Emirati girl tortured to death by her father and his girlfriend.

“We have signed agreements with the Emirates Lawyers Association and with private law firms, so when we go to the schools there will be a lawyer from their side and a social psychologist from our side to educate teachers about the rights of children,” Mr Al Kamda said.

“When a mother calls about a child abuse situation asking what she can do, we will connect her to a lawyer. This advice will be free. It is up to the parent to follow up on the advice.

“But if a child is reported being abused or admitted to hospital, then the case is taken to another level and the parents face action. Whether a fine or jail will be determined by the law.”

Teachers from nursery to senior level will be trained in their responsibilities, what to look for, and how to report cases of abuse.

Anyone who breaks the law faces a fine of up to Dh50,000, and up to 10 years in prison for physical/sexual abuse or criminal negligence of children.

Authorities have urged all schools to appoint a counsellor or psychologist, and hospitals should devise their own reporting structure.

Salha Khalifa, an Emirati lawyer who works in Dubai, Sharjah and Ajman, said the law would empower children.

“We know of abuse now only when the child dies, like what happened last month,” she said. Eight-year-old Obaida Al Agrabawi was sexually assaulted and strangled in Sharjah on May 20. A man has been charged with his murder.

“There are so many cases people don’t talk about because there is shame, so they don’t file a complaint,” Ms Khalifa said. “But with Wadeema’s Law there is a responsibility on teachers, mothers, doctors to speak. Children will gain knowledge to call for help if their dad kicks or hits them, or daughters if their father makes a sexual assault on them.”

Other experts said people who dealt regularly with children would need advice.

Ross Barfoot, a lawyer and co-founder of the Louis Smith Foundation, which helps teenagers with depression, said: “A teacher might think that a pupil is exhibiting signs of abuse but what does that teacher do? What are the obligations on that teacher? Do they report it to police, do they report it to the helpline, do they speak to the Community Development Authority?”

“Such arrangements between the CDA and lawyers are needed so people can get guidance.”

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Abu Dhabi, UAE: It's shocking that despite numerous steps taken by schools and prominent leaders, we still hear of cases where students are abused, physically or mentally, by their peers, and sometimes even by their teachers.

But these sporadic cases are going to be completely eliminated.

At least that's what the [Abu Dhabi Education Council \(ADEC\)](#) hopes to achieve in the new academic year.

They have announced a set of regulations that should be adhered to by every private school in Abu Dhabi.

And, among a host of guidelines, a student's protection is the most important.

"The school and its headmaster shall always guarantee students' rights not to be subject to exploitation, violence, physical harm, sexual abuse, any verbal insult, moral threat or harm of any kind," it read.

"The school must publish and implement a policy that aims to protect students from any form of these abuses.

It further explains how any suspected case of abuse must be promptly reported to the school headmaster.

"Should any such abuse take place, the headmaster shall abide by the student protection measures issued by the Council for this purpose, and shall suspend any school employee immediately should the said employee be accused of abusing any student.

"In the case of any violations of the student protection policy, the headmaster must inform the Council immediately and submit a written report to the Council within 24 hours of the occurrence or suspected occurrence of any such violations."

The regulations were developed by the team from the Policy, Planning and Performance Management Division in the ADEC's Private Schools and Quality Assurance Sector (PSQA).

It has been put together keeping in mind the best international practices in the field of education.

