Gulf Asian English School, Sharjah

Child Protection, Support & Safeguarding Policy

2026-2027

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Introduction

The UAE Government gives child related issues a main concern out of its clear commitment to offering the optimal environment for the child growth and protection of its rights. The **UAE Federal Law No. 3 of 2016** concerning child rights, also known as **Wadeema's Law**, stresses that all children must be provided with appropriate living standards, access to health services, education, equal opportunities in essential services and facilities without any kind of discrimination.

All the staff at **Gulf Asian English School, Sharjah** is committed to safeguarding and promoting the welfare of the children. The Child Protection & Support Policy exists in the school to protect the students, of all ages, at levels in the school, from all types of abuse. The policy is applied to all the staff and volunteers working in the school, visitors, and the school management and governors as well. This policy has links to the other school policies i.e. **Behaviour Management Policy, Health & Safety Policy, Anti-Bullying Policy, Wellbeing Policy, Cyber Safety Policy etc.**

Policy Objectives

All the staff in **Gulf Asian English School** asserts our complete commitment to ensure the welfare, safety and respect for all children, and that a positive, enjoyable and safe educational environment is created for every child without discrimination on grounds of ethnicity, gender, origin, religious doctrine, social standing or disability.

This Policy seeks to achieve the following objectives:

1. Ensure implementation of mechanisms and measures of child protection in **Gulf Asian English School** pursuant to the applicable legislations in the State and the international conventions in place.
2. Determine the roles and responsibilities of all personnel working in our school, and all stakeholders including parents, school staff and the relevant service providers.
3. Create a safe and supportive school environment to protect the child against occurrences that can threaten the child's survival and wellbeing in terms of physical, mental, intellectual, educational or moral health.
4. Enable the child to exercise his/her rights, particularly educational rights and the right for protection pursuant to the provisions set out in the applicable legislations and the provisions of Federal Law No. (3) of 2016.
5. Create a safe and confidential information reporting and complaints system for cases of potential or suspected child abuse or compromising of the child's rights within our school.

6. Provide the child social and psychological protection, and support and care after cases of child abuse.
7. Enhance child welfare in all aspects.
8. Foster and model positive behaviour and the building of positive relationships within the school.
9. Promote the principle of tolerance among all members of the school community.
10. Improve the competency of staff working in the field of child protection and bullying prevention.
11. Foster child protection partnerships.
12. Coordinate with the relevant bodies to safeguard the rights of all children in the school.

Policy Principles

The Policy is based on four main principles:

1. The child's best interest.
2. Moral, behavioural, and professional values.
3. Child protection.
4. Principle of protecting the child's privacy and confidentiality of information.

Types of Child Abuse

1. **Physical Abuse:** Physical abuse means causing physical harm or injury to the child or failing to or being unwilling to prevent physical harm to the child.
2. **Sexual Abuse:** Sexual abuse means forcing, attracting or enticing the child to take part in any sexual behaviour, whether aware or not. It includes the practices that do not involve any physical contact, such as engaging children in watching or producing pornographic material, watching sexual intercourses or encouraging the children to act in a sexually inappropriate way.
3. **Psychological Abuse:** Psychological abuse means dealing abusively with the child's psychological state, causing severe and or permanent harm and thus affecting the child's psychological growth and development.
4. **Neglect:** Neglect means the failure of parents or caregivers to take the necessary measures to protect the child's life, and to provide physical, psychological, mental and moral safety against danger, and or to protect the rights of the child.

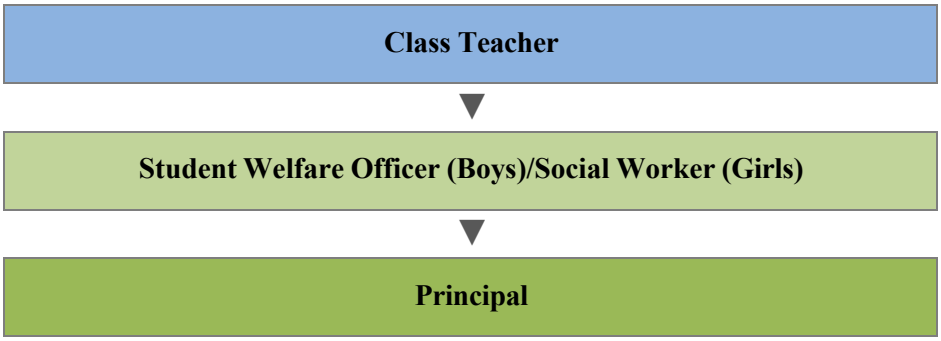
Reporting Procedures

The Child Protection Committee of the school has overall responsibility for guaranteeing that there are adequate measures in place to safeguard the children in their establishment, it is mandatory for Supervisor from each section to take lead responsibility for children's protection.

In particular the Committee must ensure:

- Child protection policy and procedures.
- Relevant safeguard children training for school staff/volunteers are attended.
- Safe management of allegations.
- Deficiencies or weakness in safeguarding arrangements are resolved without delay.
- A member of Committee (usually Supervisor) is nominated to be responsible in the event of an allegation of abuse being against the Teacher.
- Safeguarding policies and procedures are reviewed annually and information provided to the local authority about them how the above duties have been discharged.

Flowchart of the Reporting Procedure



Alternative Referrals

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

Dealing with allegations against school staff:

There has been widespread concern that in some instances, there may be malicious accusations brought against employees by children and/or their parents.

The Committee must be informed of the allegation on the same day and is responsible for conducting an investigation without any delay. The employee concerned may be suspended whilst

an investigation is conducted, but this is not an automatic procedure. Circumstances in which suspension properly occurs include:

- Where a pupil(s) is at risk; the person has behaved in such a way that indicates that s/he is unsuitable to work with children.
- Where the allegations are so serious that dismissal for gross misconduct is possible;
- Whereby a suspension happens to be the need of the hour to allow the conduct of the investigation to proceed unobstructed.

I. **Abuse by Student**

a) Students must report the case of abuse to the class teacher.
b) Class teacher reports the case to the Student Welfare Officer/Counsellor.
c) Minor issues are settled by the Counsellor speaking to the students involved in the case.
d) In major issues, matter is taken up by the principal.
e) Students are sent for counselling and for medical check-up to the clinic, if required.
f) The concerned staff informs the parents.
g) The Counsellor/Class teacher monitors the child for a period of time.
h) The record is maintained for the same.

The Student who has been the victim can refer the case directly or by the help of a student to the counsellor.

II. **Abuse by Parent**

a) Student is to report to the Class Teacher and Counsellor.
b) The matter is brought to the notice of the Supervisor/Principal.
c) The parent is called to the school and advised thereby clearly.
d) The student is sent for Counselling to the school Counsellor.

III. **Abuse by the Relative**

a) Students report to the Class Teacher/Counsellor.
b) The matter is brought to the notice of the Supervisor/Student Welfare Officer.
c) The parent is called to the school and the matter is discussed for further actions to be initiated.
d) The student is sent to the School Counsellor.

IV. **Abuse by Outsiders (During field trips, edutainment trips, picnics etc.)**

a) The student reports to the Class Teacher and Counsellor.

b) The matter is brought to the notice of Supervisor/Student Welfare Officer.

c) The in-charge reports to the concerned authorities where the trip/picnic is planned as the destination spot.

d) The in-charge also reports the matter to the Principal.

e) The parent is informed about the issue.

f) The student is sent to the Counsellor for counselling session.

V. **Abuse by the Teacher**

a) Student reports to the Parent.

b) This matter to be reported to the Counsellor.

c) Parent/Counsellor informs the Principal as soon as possible.

d) The teacher concerned is called by the Supervisor/Principal and enquires his/her views on the matter.

e) A memo is issued to the concerned teacher by the Principal.

f) Parents are informed by the Principal and assured that action will be taken on the teacher and no such incident will occur henceforth.

g) In the case of the teacher resorting to abuse/harassment in spite of the repeated warnings, a strict action will be taken by the Principal.

h) The student is counselled by the Counsellor.

VI. **Abuse by the Support Staff**

a) Student reports the case to the Parent/Class Teacher/Counsellor.

b) The Class Teacher/Counsellor/Parent informs the same to the Principal. The issue is taken up by the Principal and the concerned staff is warned.

c) In extreme cases the person may be terminated by the Principal with immediate effect.

Staff should not:

- hold a pupil around the neck, by the collar or in any way that might restrict the pupil's ability to breathe;
- slap, punch, or kick a pupil;
- twist or force limbs against a joint;

- trip up a pupil;
- hold or pull a pupil by the hair or ear;
- hold a pupil face down on the ground;
- hold a pupil in a way that might be considered offensive.

Do not give the impression that you have lost your temper or are acting out of anger or frustration or to punish the pupil.

Rules and Provisions of Information Reporting

- It is the responsibility of all the staff in school, both teaching and non-teaching staff, to share relevant information about the protection of children with other professionals, particularly the investigative agencies (Children's Services: Safeguarding and Specialist Services and the Police).
- The relevant bodies shall take the necessary measures to safeguard and protect children against substance abuse, including: using, contributing to producing, trading or trafficking narcotic, intoxicating and stimulant substances, or all types of psychotropic substances.
- The school health system shall be supported to carry out its role in prevention, treatment and health counselling.
- Any information provided in suspected cases of abuse is reported in complete confidence. The informant's identity may not be disclosed against his/her will, and the identity of all the parties of the incident and witnesses shall not be disclosed in child abuse cases, when using the information in analyses, media reports, and no personally identifying material or information may be published.
- The leadership team of the school shall cooperate with the approved child protection specialists, and shall facilitate tasks they are entrusted to carry out inside the educational institution, without any obstacle or hindrance that could result in delay in taking the necessary measures for reported cases or their follow-up.

Roles and Responsibilities

School:

- The school shall **appoint a member of the administrative or educational staff to be responsible for child protection**, and all that is related to the child's rights and protection, in the educational institution. Such members shall be deemed as the reference for the child protection initiatives, activities, information and data that belong to the school.
- The school shall **verify and screen the qualifications and backgrounds of employees** and caregivers before appointing them in the educational institution.
- Child protection and the best interests **of the child shall be prioritised** in all decisions made, and all procedures carried out with respect to the child.
- All forms of **violence shall be prohibited** in the educational institution.
- The school shall be fully **responsible for creating a safe and secure environment** for the child, in which the child feels protected against any occurrence that may threaten the child's physical and mental health and against any form of abuse or exploitation.
- The school shall circulate to all personnel working at the educational institution about **confidentially** secure information reporting procedures, and their responsibilities for reporting any abuse or suspected forms of abuse or violence towards a child or student.
- The school shall **launch secure and confidential information reporting channels** for all personnel working for the educational institution, all students, and all parents.
- The school shall **spread awareness among students about child rights** and the need to report any type of abuse or suspected abuse they or other students might be exposed to.
- The school shall **spread awareness among parents** about child protection and the importance of their role in protecting children.
- The school shall take all the **necessary measures to safeguard and protect the children against substance abuse**, including the use of narcotic, intoxicating and stimulant substances, all types of psychotropic substances, or the child's involvement in their production or trafficking.
- The school shall endeavour to **detect cases of abuse early, identify the risk factors, develop the appropriate plans and programmes** for supporting the students through enhancing the competence of the child protection professionals in the institution and through the use of assessment tools for early intervention and awareness campaigns.
- The school shall **ensure that confidential information about every student is protected.** Moreover, the educational institution shall not announce the names of students, their families

or any sensitive or personal information that could harm the reputation of the child or his family.

- The school shall obtain **consent from a child's parent when necessary** to use the child's personal photograph or any information via the media or for any other posts or publications.
- The school staff may **not share the personal or medical records** of the students except in the following cases or with the following relevant persons and bodies:
    1. Temporary referral or transfer for providing a specific treatment, carrying out diagnostic procedures or in cases of emergency.
    2. If there is any public health threat when negligence in submitting the information could cause to endanger the student or others and potentially lead to death, severe injury or infectious disease.
    3. When working with the Child Protection Unit.
- The school staff **shall never discuss any existing or closed cases with mass media or third parties,** other employees or unauthorised persons, except when required to do so by investigative bodies and judicial bodies within the limits of legal liability.
- The school shall **supervise the implementation of vocational development plans, awareness-raising, training, and qualification programmes** for all the personnel, associates and partners in respect of all that is related to the child rights and protection, and types of child abuse. The educational institution shall also supervise the implementation of plans and tools for modifying children's behaviour, methods for dealing with child, training the children on applying the necessary skills to observe the indicators of abuse and means for protection against it.
- Ensure that all the **school staff attends all training programmes** related to child protection.
- **Respect social diversity and differences of all types**: race, colour, gender, religion, expatriates, mental, psychological, and physical capabilities of each student.
- Endeavour to achieve **justice and equality in treatment for all students** in the educational institution.
- Ensure proper treatment based on equity and respect for all students, by use of appropriate, courteous, and respectful language.
- Manage student behaviour through role modelling appearance, behaviour and positive situations that are appropriate and reflective of societal values.
- Apply the professional codes of conduct.

Parents:

- Be fully responsible towards the child and for the duties entrusted to them in the upbringing, care, guidance and growth of the child as stated in the applicable law and legislations in the country.
- Cooperate with the educational institution for creating a safe environment for the child in which the child feels protected against occurrences that may threaten the child's survival, physical and mental health.
- Notify the educational institution or child protection units in case of an occurrence that may threaten the child's safety, physical, or mental health.
- Positively cooperate with the educational institution or child protection units as required in any stage when dealing with a case of abuse where the parent's children are involved.

Educational Authorities, Partners and Support Service Providers:

- Set the student's best interests as the basis for dealing with students, and not using the situation or the students as a means to attain private goals or serve the interests of the institution at the expense of the students' interest.
- Take the necessary response measures in respect of the complaints received from the Child Protection Unit at the Ministry, and provide the necessary support to all the reported cases of abuse.
- Take the necessary protection measures and provide the necessary support to all abuse cases of students/children referred from the Child Protection Unit at the Ministry.
- Maintain as confidential any common data and not disclose any information related to students.
- Suggest vocational development and training plans for the personnel working for the educational institution in the field of child protection.
- Contribute to implementing training programmes for the child protection professionals and all the personnel working for the educational institution in the field of child protection.
- Participate in society awareness-raising campaigns in the field of child protection.
- Contribute to achieving social support to child protection programmes in a safe school environment.
- Participate in the meetings held by the child protection committees and councils.

Child Protection Unit and Child Protection Professional:

Child protection professionals shall, each within the limits of his duties and responsibilities, take the necessary protection measures if there is anything that threatens to compromise the child's safety, physical, mental, psychological or moral health, without contradicting with **Federal Law No. (3) of 2016 on Child Rights Law (Wadeema) and Cabinet Resolution No. (52) of 2018** on the implementing regulation of **Federal Law No. (3) of 2016** regarding child's rights. These measures shall be taken as follows:

- Remove the child from the abusive situation or location and place the child in a secure place to ensure his/her protection, at the discretion of the Child Protection specialists assessing the risk level surrounding the child.
- Conduct a comprehensive social investigation for the cases that threaten the child's safety at the educational institution, in which the circumstances surrounding the child are explained. A report shall be submitted to the administrative authority to which the professional reports, accompanied by the recommendations about which necessary measures to take for the protection of the child.
- Coordinate with the relevant bodies for the psychological and physical rehabilitation of the child by the professionals. This may include professionals from other psychological and social agencies, or other specified agencies.
- Provide information programmes for child caregivers about the best treatment to ensure the support, normal growth and development of the child.
- Pay field visits to the child at the educational institution as required, to ensure that the child has the necessary support to solve any ongoing problems the child may have.
- Submit recommendations to the relevant authority for supporting the child's family in the event that the social circumstances of the family have contributed to the condition of the child.
- Submit a report, to provide information about the circumstances surrounding the child, as required to assist prosecution or take the appropriate measures to protect the child, according to the provisions of the Law, within a period not exceeding **twenty-four (24) hours** after receiving the complaint.

The child protection professionals shall take the following preventive measures after obtaining the approval of the agency to which they report:

- Merge the child in the programmes and activities that support the child against any problems or challenges the child encounters.
- Ensure the child and the family acquires the necessary skills for dealing with the problems through training courses and workshops.
- Coordinate with the relevant bodies to take the necessary measures for ensuring the protection of the child's rights and safety.
- Guide and inform the child of potential dangers and risks related to certain activities that the child may continue to undertake.

Evaluation

This policy will be reviewed in full by the Committee on an annual basis to ensure the efficacy of the child protection procedures and practices in the school. Changes will be made accordingly after getting to know the limitations.

This policy reviewed in April 2026 by the Child Protection Committee.

Reference

**This policy is based on the National Child Protection Policy in Educational Institutions in United Arab Emirates.*