



Child Protection Policy

Reviewed January 2018 - To be reviewed annually

TCG fully recognises its responsibilities for child protection.

This document should be read in conjunction with the Recruitment Policy.

This policy applies to all staff working in the school. There are seven main elements to the policy, which are:

- To ensure our curriculum has a robust attitude to areas of education that promote positive child protection.
- Establish a safe environment in which children can learn and develop and promote healthy attitudes regarding child protection, self-protection, confidence to speak out, strategies for dealing with situations and understanding of personal space in young children and appropriate behavior.
- Implement procedures for identifying and reporting cases, or suspected cases, of abuse and ensuring school and UAE protocols are followed.
- Ensure we practice safe recruitment in checking the suitability of staff to work with children.
- Raise awareness of child protection issues and display vigilance in monitoring signs of abuse.
- Support students who have been abused or need protection in accordance with his/her agreed child protection plan according to Taaleem/TCG policy and the expectations of child protection in the UAE.
- To ensure families are aware of our CP policy and that lines of communication are kept open should any concerns arise.

The school will therefore:

- Establish and maintain an environment where children feel secure, are encouraged to talk and express their anxieties, **and are listened to**. These are expected strategies in our school and are incorporated into our curriculum.
- Ensure children know that there are adults in the School whom they can approach if they are worried.
- Include opportunities in the curriculum for children to develop the skills they need to recognise and stay safe from abuse.
- Have a robust system for recording, monitoring and tracking concerns that is kept in a confidential, locked cupboard with the DCPC.
- That all recruitment checks are made and followed up on. That all staff have a police clearance and references include questions regarding the suitability of candidates to work with children.
- To ensure that staff are regularly trained and reminded about CP and what to do if they have a concern.
- To ensure the policies, paperwork and procedures are regularly reviewed and updated.



- To ensure that appropriate support systems are in place for those children who have suffered from or have experienced difficult situations in relation to CP. In conjunction with the parents ensure that this is understood by those in contact with the child.
- To ensure that our policies and expectations are known by the parents and that they have access to the policy.
- Liaison with other agencies that support the student such KHDA, Dubai Foundation for Women and Children, the visiting school doctor and the police where appropriate.
- Ensuring that, when requested information regarding a child is transferred to the new school immediately.

We take account of guidance issued by the KHDA to ensure that the following happens in our school. It is the responsibility of the CP lead to ensure the points below are evident around school and understood by all those who work in our school:

- To ensure we have a designated senior person for child protection. This is the Head of School in each setting. Our second child protection officer in each setting is the school Nurse. If the Head of School is not available and the School Nurse is informed please also inform Lisa Thorpe at central office 050 554 4081, she will then follow the agreed protocols and inform Taaleem's child protection officer Dima.
- To ensure we communicate concerns with Taaleem central office and, when appropriate, the KHDA.
- To ensure every member of staff knows the name of the designated senior person responsible for child protection and their role.
- To ensure all staff members understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the designated senior person responsible for child protection.
- To ensure that parents have an understanding of the responsibility placed on the School and staff for child protection.
- To ensure that this policy is on our website and shared with parents.
- To develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters with the appropriate authorities within the UAE.
- To keep observations of concerns about children in line with the school policy on emotional, social and well-being development.
- To develop and then follow procedures where an allegation is made against a member of staff or volunteer. In line with TCG, Taaleem and khda guide lines.
- To ensure safe recruitment practices are always followed and understood by all staff.

All policies are in line with laws and expectations of the UAE.



Members of staff designated for Child Protection:

- Designated Child Protection Officer – DHT
- School Nurse
- Principal
- Taaleem Central Office contact – Dima Alloush

Helpful Numbers:

Police: 999

Ministry of Interior Child Protection Centre Hotline: 116-111

Child Protection Centre (under CDA Dubai): 800 988

Dubai Foundation for Women and Children: 800 111

PLEASE DO NOT CONTACT THESE DEPARTMENTS UNLESS YOU HAVE SPOKEN TO THE HEAD OF SCHOOL OR CENTRAL OFFICE FIRST AND FORMALLY REFERRED THE CASE AND COMPLETED THE APPROPRIATE PAPERWORK.