

## **IIS CHILD PROTECTION POLICY**

### **2025 – 2026**

**Date of Evaluation and Review : 13/1/2025**

**Next date of Review: January 2026**

<b>Authorized Signatories:</b>		
<b>Principal:</b>	<b>Vice-Principal</b>	<b>Health and Safety Officer</b>
<b>Name: Dr Beno Kurien</b>	<b>Name: Ms Shanty P Devasia</b>	<b>Name: Mr Riyas Parayil</b>
<b>Child Protection Officer</b>	<b>Head of Inclusion</b>	<b>School Nurse</b>
<b>Name: Ms. Aneeta sumin</b>	<b>Name: Ms. Anitha M D</b>	<b>Name: Ms. Solly George</b>

#### **VISION – MISSION – VALUES**

International Indian School – Abu Dhabi envisions creating a challenging learning environment that encourages high expectations for success and that allows individual

differences, thinking and learning styles.

#### KEY CONTACT WITHIN THE SCHOOL

Principal	Dr. Beno Kurien	principal@iischoolabudhabi.com
Vice Principal	Ms. Shanty P Devasia	viceprincipal@iischoolabudhabi.com
Child Protection Officer	Ms. Aneeta Joy	studentsupport@iischoolabudhabi.com
Health and Safety Officer	Ms. Riyas Parayil	adminsup@iischoolabudhabi.com
Head of Inclusion	Ms. Anitha M D	anithamd@iischoolabudhabi.com
School Nurse	Ms. Solly George	clinic@iischoolabudhabi.com

#### **Introduction:**

International Indian School is committed to safeguarding the welfare of all students. This policy outlines the responsibilities and procedures for protecting children from abuse, neglect, and exploitation, in line with UAE Federal Law and ADEK's Student Protection Guidelines.

#### **Purpose:**

The purpose of the policy is to ensure that The International Indian School has student protection measures in place to:

- Keep our students safe from all forms of harm—whether physical, emotional, or online.
- Follow UAE laws and ADEK's guidelines to protect every child's rights.
- Make sure all staff know what to do if they're worried about a child's safety.
- Help students grow into confident, healthy individuals—socially, emotionally, and culturally.
- Provide staff with the training and tools they need to create a safe, nurturing school environment.

#### **Definitions:**

**Abuse:** A form of maltreatment that causes harm to a child. Abuse can take various forms, including physical, emotional, sexual abuse, and neglect.

- **Physical Abuse:** Causing physical injury to a child through actions such as

hitting, shaking, burning, or any other harmful behavior.

- **Emotional Abuse:** Persistent emotional mistreatment that affects a child's mental well-being or development. This can include humiliating, threatening, or constantly criticizing a child; making the child feel unloved or unworthy; silencing them; making fun of them; or denying them the opportunity to express their thoughts and feelings.
- **Sexual Abuse:** Involving a child in sexual activities, whether or not the child understands what is happening. This includes physical contact, exploitation, or exposure to inappropriate content.
- **Neglect:** Failing to meet a child's basic needs, including food, shelter, clothing, supervision, education, emotional support, or medical care. It involves the persistent failure to protect a child from danger or to provide for their physical and emotional needs.

**Bullying:** Repeated harmful behavior—verbal, physical, emotional, or online—intended to intimidate, hurt, or humiliate another person. Cyberbullying is also included under this definition.

**Safeguarding:** A legal and ethical framework involving all actions and policies designed to protect children from harm, promote their well-being, and create a safe and supportive environment for their growth and development.

### Policy Details:

#### **Recognizing Abuse**

Abuse is a form of maltreatment involving harm to a child, or failure to act in a way that prevents harm. It can take many forms, including physical abuse, emotional abuse, sexual abuse, and neglect. Abuse may not always leave visible marks; emotional and psychological abuse can be just as damaging as physical harm.

Children may experience abuse in various settings—within their families, schools, communities, or online. Abuse can be perpetrated by someone the child knows and trusts, or by strangers. It can involve a single individual or multiple individuals and may also occur between children. Abuse can take place online, or technology may be used to facilitate offline abuse.

#### **Impact of Abuse**

The effects of abuse, neglect, and exploitation can be long-lasting and serious. While many children show resilience and go on to lead healthy, fulfilling lives, emotional

scars can persist. Survivors often experience anxiety, depression, low self-esteem, eating disorders, substance misuse, or difficulties forming healthy relationships. In some cases, the impact can lead to long-term psychological and physical health issues.

**The school recognizes the importance of early intervention and support to reduce these risks and promote recovery.**

### **Standards:**

The school is committed to maintaining the highest standards of child protection and safety through the following measures:

- The school will implement a thorough and secure recruitment process to ensure that all adults working with children—including staff, volunteers, and third-party providers—are properly vetted and suitable for working with children.
- Every staff member on campus is responsible for the safety and well-being of the students in their care. All staff members are expected to uphold the principles of the Child Protection and Safeguarding Policy and model safe, respectful behavior at all times.
- All staff must review, understand, and agree to the school's safeguarding policies and procedures. They must commit to the school's safeguarding declaration as part of their professional duties.
- Regular and up-to-date training in child protection and safeguarding will be provided to all staff to ensure they remain informed about their responsibilities and know how to respond to concerns appropriately.
- The Students of determination can be more vulnerable to abuse and exploitation. These students must have equal and enhanced access to protective support systems.

### **Safeguarding Procedure Following an Allegation**

#### **Record the Incident**

- ❖ Immediately document the details of the incident using the Incident Reporting Form. Write down the date, time, and any relevant details, including the child's explanation.
- ❖ Avoid asking leading questions or prompting the child. Ensure the report is factual and objective.
- ❖ If the child makes a disclosure, reassure them that you cannot keep secrets and that you will report the concern to the appropriate authorities.
- ❖ If possible, have a second person present while documenting the incident to ensure accuracy and transparency.

Make note of the injury's appearance, exact area, and any other significant details, and sign the report later.

Ensure that the School Nurse is informed if there are any injuries, as they will document the injury and update health records.

Report the incident immediately to the **Designated Safeguarding Lead (DSL) or Child Protection Officer (CPO)**.

If appropriate, share the information with **the School Nurse** to keep health records up-to-date, especially if the child has any injuries.

The School Nurse may also follow up with the parents about the injury or any concerns regarding the child's well-being.

### **Email for Reporting**

Send the completed incident report and any additional documentation to [studentsupport@iischoolAbuDhabi.com](mailto:studentsupport@iischoolAbuDhabi.com) and [adminsup@iischoolabudhabi.com](mailto:adminsup@iischoolabudhabi.com) for further review and action.

### **Data Confidentiality**

At International Indian School, all case reports and student information related to child protection will be treated with **strict confidentiality**. Maintaining confidentiality is essential to protect the privacy, dignity, and safety of all individuals involved.

- The identities of the student involved, the alleged perpetrator, and the individual reporting the concern will be kept confidential by all parties.
- Information will only be shared with **authorized personnel**, including representatives from the **ADEK Child Protection Division**, the **Ministry of**

**Interior – Child Protection Center, and the Social Support Center, as required by law.**

### **When to Be Concerned**

Staff should be alert and concerned if a child:

- Shows unexplained or frequent injuries (bruises, burns, cuts)
- Appears frightened of parents, guardians, or certain individuals
- Becomes withdrawn, anxious, or shows sudden changes in behavior
- Decline in Academic Performance.
- Displays age-inappropriate sexual knowledge or behavior.
- Reports being hurt, frightened, or mistreated by someone.
- Shows signs of neglect, such as being constantly tired, dirty, or not attending school regularly.
- Avoids going home or seems reluctant to leave school.
- Mentions violence, conflict, or harmful behavior at home.
- Expresses thoughts of self-harm or shows emotional distress.
- Is involved in bullying (as victim or perpetrator).
- Possible signs of physical, emotional, sexual abuse and neglect can be Included.

### **Prohibited to use the following methods by staff for applying disciplinary actions:**

- All forms of physical punishment, (any disciplinary action designed to inflict physical pain on students, including but not limited to slapping, striking, or pushing students or using objects to do so) Lowering grades or threatening to do so.
- Removing the students from the classroom or school without following school-based procedures for sending students outside of the classroom.
- Punishing a group of students for an individual's misconduct.
- Imposing more schoolwork.
- Mocking or insulting the student in private or public.
- Depriving the student of using toilet facilities or meals.

### **Safer Recruitment And Training**

- All staff must be trained on the EEI's Child Protection and Safeguarding Policy before their first day of work.
- Training must be mandated and approved by the school's Child Protection Unit (CPU).
- EEIs must maintain an ongoing training system to ensure continuous staff

awareness and updates on child protection.

**Mandatory Training Requirements:**

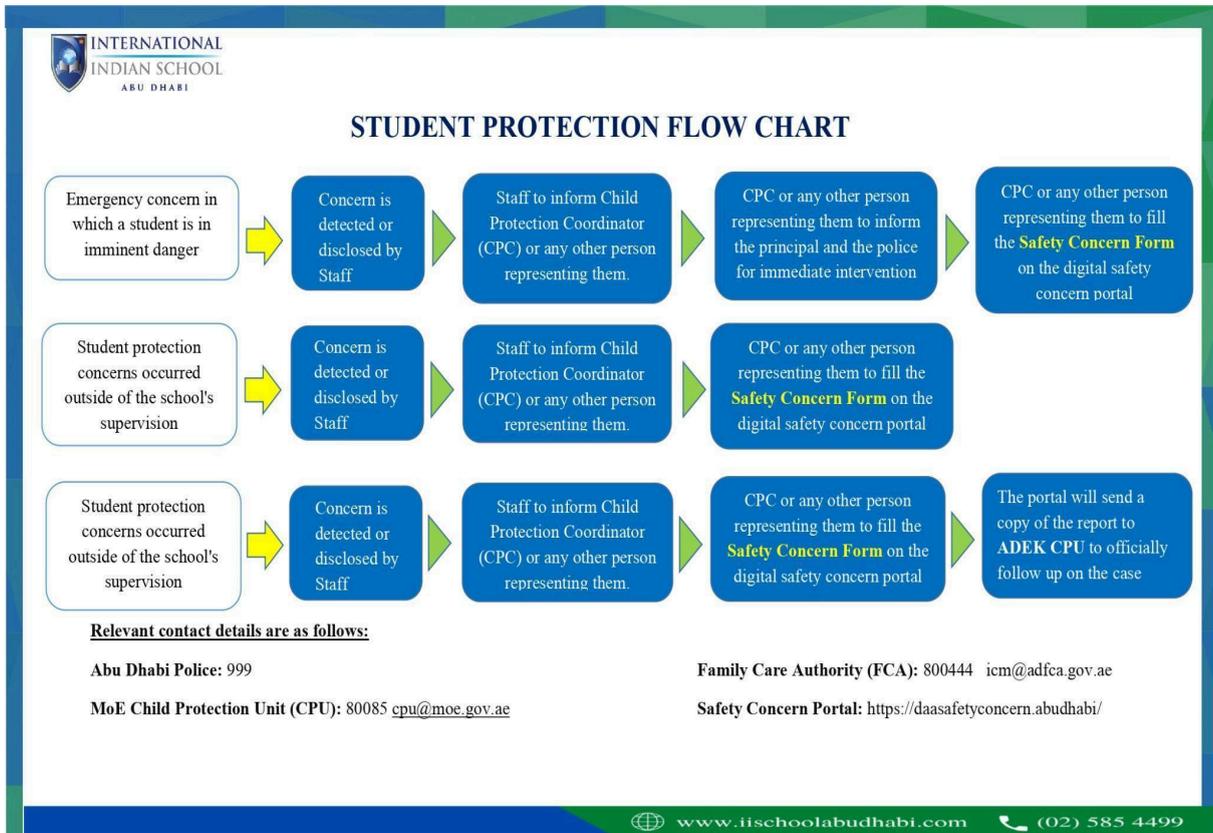
- Complete all ADEK-mandated child protection and safeguarding training.
- Sign an affidavit confirming commitment to ethical conduct in managing child maltreatment cases.

**All staff must:**

- Complete all ADEK-required training related to child protection.
- Sign a declaration acknowledging receipt of training and understanding of responsibilities.
- All staff are trained in identifying, understanding, and handling all forms of child maltreatment.
- Staff can recognize signs of possible abuse or maltreatment from others.

**The staff of school will strictly comply with the ADEK guidelines regarding the professional code of conduct, prescribed for educational professionals . Any violation of the code of conduct will be strictly dealt with in accordance with the stipulated regulations of ADEK .**

- All staff must maintain a caring, respectful, and professional relationship with students at all times, both within and outside the classroom.
- All staff are responsible for promoting student well-being and taking appropriate action to protect students from harm.
- All staff must be familiar with and follow relevant child protection and safety policies as outlined by **ADEK**.
- All staff must immediately report any suspicion of harm, abuse, or risk to a student to the **Child Protection Officer** or designated authority.
- All staff should support the diverse needs of students and contribute to creating a safe, inclusive, and supportive learning environment for every child.



### Relevant contact details are as follows:

- Abu Dhabi Police: 999
- Family Care Authority (FCA): 800444 [icm@adfca.gov.ae](mailto:icm@adfca.gov.ae)
- MoE Child Protection Unit (CPU) : 80085 [cpu@moe.gov.ae](mailto:cpu@moe.gov.ae)
- Safety Concern Portal: <https://daasafetyconcern.abudhabi/>



## Roles and responsibilities

	<b>KEY RESPONSIBILITIES</b>
<b>Principal / Vice Principal</b>	<ul style="list-style-type: none"> <li>● Are integral members of the Child Protection Response Committee</li> <li>● Ensure the enforcement of the Child Protection policy (no exceptions)</li> <li>● Ensure appropriate disciplinary action is taken against those who overstep the boundaries of a child's rights, with no exceptions.</li> <li>● Ensure appropriate support is provided to those who are found to be victims in school</li> <li>● Oversee the functioning of the CPO officer, school counsellor &amp; teachers.</li> <li>● Oversee meetings conducted with relevant parties to discuss cases of child rights.</li> <li>● Ensure appropriate training is carried out with teachers, students &amp; parents regarding Child Protection laws, identification of warning signs, consequences of bullying &amp; strategies to reduce further cases.</li> </ul>
<b>Child Protection Officer/Safety Officer</b>	<ul style="list-style-type: none"> <li>● Ensure the safety and welfare of all students</li> <li>● To implement &amp; enforce Child Protection Policy</li> <li>● Conduct training session for staff , liaising with external agencies</li> <li>● support the school counsellor with designing and implementing safeguarding</li> <li>● Ensure compliance with safeguarding regulations</li> <li>● Ensure school facilities are accessible to students with special needs</li> </ul>



<b>School Nurse</b>	<ul style="list-style-type: none"><li>● Observe and document any signs of physical injury or abuse, and conduct examinations when needed.</li><li>● Provide immediate care and emotional support to students who are injured or in distress.</li><li>● Maintain clear, accurate, and confidential health records related to suspected or reported abuse.</li><li>● Report any child protection concerns promptly to the Child Protection Officer (CPO).</li><li>● Work collaboratively with the CPO, school counsellor, and staff to support student safety.</li><li>● Attend regular child protection training and stay updated on safeguarding procedures.</li></ul>
<b>School Counselor</b>	<ul style="list-style-type: none"><li>● Provide emotional support and a safe space for students to talk about any concerns, feelings, or issues related to their safety and well-being.</li><li>● Listen to and support students who disclose information about abuse, bullying, or mistreatment.</li><li>● Maintain confidentiality, while ensuring concerns are reported promptly to the Child Protection Officer (CPO) when necessary.</li><li>● Assist in the development and delivery of child protection programs and awareness sessions for students and staff.</li><li>● Collaborate with the CPO, teachers, and other school staff to create a safe environment for all students.</li><li>● Offer guidance to students on how to cope with difficult situations and promote their mental and emotional well-being.</li><li>● Participate in ongoing professional development and training to stay informed on child protection laws and best practices.</li></ul>
<b>All Staff</b>	<ul style="list-style-type: none"><li>● All staff must ensure the safety and well-being of every child by following the Child Protection Policy, reporting any concerns immediately, maintaining professional behavior, and participating in required training.</li><li>● Staff must be familiar with the school's Child Protection Policy and ensure full compliance at all times.</li><li>● Maintain a positive, respectful, and safe atmosphere where children feel secure, valued, and heard.</li></ul>



	<ul style="list-style-type: none"><li>● Ensure interactions with students are respectful, appropriate, and free from any form of abuse or misconduct.</li></ul>
<b>All Students</b>	<ul style="list-style-type: none"><li>● Treat all peers and staff with respect, kindness, and fairness.</li><li>● Speak up if they feel unsafe, uncomfortable, or are being mistreated.</li><li>● Report any bullying, abuse, or inappropriate behavior they witness or experience to a trusted adult or school staff member.</li><li>● Respect the personal space, boundaries, and privacy of others.</li><li>● Participate in school activities and sessions related to safety, well-being, and child protection.</li><li>● Follow school rules that promote a safe and supportive environment for everyone. humanize</li></ul>
<b>All Parents</b>	<ul style="list-style-type: none"><li>● Be actively involved in their child's well-being by maintaining open communication about their experiences, feelings, and any concerns they may have.</li><li>● Teach children about their rights, personal boundaries, and how to speak up if they feel unsafe or uncomfortable.</li><li>● Support the school in promoting a safe and respectful environment for all students.</li><li>● Report any concerns about their child's safety or well-being to the school immediately.</li><li>● Encourage their child to follow school rules and respect the safety and rights of others.</li></ul>

### **Compliance**

The child protection policy will be reviewed annually by designated child protection officers to ensure it means current and compliant with relevant laws and guidelines. Proposed revision will be submitted to the Principal for final approval. Once approved. The updated policy will be communicated to all staff, Parents, guardians and students, accurate records of all child protection concerns, report, investigation, and outcome will be maintained, confidentially and securely.

**Failure to comply** with the policy is subjected to legal accountability and



administrative penalties stipulated in accordance with the ADEK's regulations, policies, and requirements, notwithstanding any other penalties imposed by Federal Decree Law No. (31) of 2021 Promulgating the Crimes and Penalties and its amendments or any other relevant law. ADEK reserves the right to intervene if the school is found to be in violation of its obligations.

### **Supporting Documents**

- Child Protection Policy
- Incident Reports
- Student Behavior Policy
- Safety Concern Form

### **References**

- ADEK Policy 3 of 2014 and UAE Federal Law No.3 of 2016 on Child Rights.
- Ministry of Interior-Child Protection Center website - ([www.moi-cpc.gov.ae](http://www.moi-cpc.gov.ae))
- UAE Federal Law No.3 of 1987 on Penal Code.

**Policy Reviewed by : Ms Aneeta Sumin Joy**

**School Counsellor/Child Protection officer**

**Approved By : Dr Beno Kurien**

**School Principal**



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