



Safeguarding Children

Child protection

Policy statement

Our school will work with children, parents and the community to ensure the rights and safety of children and to give them the very best start in life.

Procedures

Staff and volunteers

- We ensure all staff and parents are made aware of our safeguarding policies and procedures.
- We provide adequate and appropriate staffing resources to meet the needs of children.
- Applicants as well as candidates are informed of the need to carry out 'enhanced disclosure' checks with the Criminal Records Bureau before posts can be confirmed.
- We abide by Sharjah Educational Zone requirements in respect of references and Criminal Record Bureau checks for staff and volunteers, to ensure that no disqualified person or unsuitable person works at the setting or has access to the children.
- Volunteers do not work unsupervised.
- We abide by the Protection of Vulnerable Groups Act requirements in respect of any person who is dismissed from our employment, or resigns in circumstances that would otherwise have led to dismissal for reasons of child protection concern.
- We have procedures for recording the details of visitors to the school.
- We take security steps to ensure that we have control over who comes into the setting so that no unauthorized person has unsupervised access to the children.

Key commitment

The Alliance is committed to responding promptly and appropriately to all incidents or concerns of abuse that may occur and to work with statutory agencies in accordance with the procedures that are set down in 'What to do if you're worried a child is being abused'



Safeguarding Children

Child protection

Responding to suspicions of abuse

- We acknowledge that abuse of children can take different forms - physical, emotional, and sexual, as well as neglect.
- When children are suffering from physical, sexual or emotional abuse, or may be experiencing neglect, this may be demonstrated through the things they say (direct or indirect disclosure) or through changes in their appearance, their behavior, or their play.
- Where such evidence is apparent, the child's teacher makes a dated record of the details of the concern and discusses what to do with the head of section who is acting as the 'designated person'. The information is stored on the child's personal file.
- We take care not to influence the outcome either through the way we speak to children or by asking questions of children.

Recording suspicions of abuse and disclosures

Where a child makes comments to a member of staff that gives cause for concern (disclosure), observes signs or signals that gives cause for concern, such as significant changes in behavior; deterioration in general well-being; unexplained bruising, marks or signs of possible abuse or neglect that member of staff:

- listens to the child, offers reassurance and gives assurance that she or he will take action;
- does not question the child;
- makes a written record that forms an objective record of the observation or disclosure that includes:
 - the date and time of the observation or the disclosure;
 - the exact words spoken by the child as far as possible;
 - the name of the person to whom the concern was reported, with date and time; and
 - the names of any other person present at the time.
- These records are signed and dated and kept in the child's personal file which is kept securely and confidentially.



Safeguarding Children

Child protection

- Contact CDA (Community Development Authority) to provide help in suspected abuse. CDA is where we can share the records of abused child.

Informing parents

- Parents are normally the first point of contact.
- If a suspicion of abuse is recorded, parents are informed at the same time as the report is made, except where the guidance of the Local Safeguarding Children Board does not allow this.
- This will usually be the case where the parent is the likely abuser. In these cases the investigating officers will inform parents.

Allegations against staff

- We ensure that all parents know how to complain about the behavior or actions of staff or volunteers within the school, or anyone living or working on the premises occupied by the school, which may include an allegation of abuse.
- We respond promptly to any disclosure by children or staff that abuse by a member of staff or volunteer within the school or anyone living or working on the premises occupied by the school, may have taken, or is taking place, by first recording the details of any such alleged incident, carrying out required investigations, then taking out necessary procedures.

Disciplinary action

- Where a member of staff or a volunteer is dismissed from the school because of misconduct relating to a child, we notify the Sharjah Educational Zone so that the name may be included on the Protection of Children and Vulnerable Adults Barred List.

Key commitment

We are committed to promoting awareness of child abuse issues throughout our training and learning programs for adults. We are also committed to empowering young children, through its early childhood curriculum, promoting their right to be strong, resilient and listened to.



Safeguarding Children

Child protection

Training

- We seek out training opportunities for all adults involved in the setting to ensure that they are able to recognize the signs and signals of possible physical abuse, emotional abuse, sexual abuse and neglect.
- We ensure that all staff knows the procedures for reporting and recording their concerns in the school.

Planning

- The layout of the rooms allows for constant supervision. No child is left alone with staff or volunteers in a one-to-one situation without being visible to others.

Curriculum

- We introduce key elements of keeping children safe into our program to promote the personal, social and emotional development of all children, so that they may grow to be strong, resilient and listened to and that they develop an understanding of why and how to keep safe.
- We create within the school a culture of value and respect for the individual, having positive regard for children's heritage arising from their color, ethnicity, languages spoken at home, cultural and social background.
- We ensure that this is carried out in a way that is developmentally appropriate for the children.

Confidentiality

- All suspicions and investigations are kept confidential and shared only with those who need to know. Any information is shared under the guidance of the Local Safeguarding Children Board.



Safeguarding Children

Child protection

Support to families

- We believe in building trusting and supportive relationships with families, staff and volunteers in the group.
- We make clear to parents our role and responsibilities in relation to child protection, such as for the reporting of concerns, providing information, monitoring of the child.
- We will continue to welcome the child and the family whilst investigations are being made in relation to any alleged abuse.
- Confidential records kept on a child are shared with the child's parents or those who have parental responsibility for the child in accordance with the Confidentiality and Client Access to Records procedure.

