Task Force Members in Attendance

- **Colin Bell**, Executive Director, Council of British International Schools (COBIS)
- **Christine Brown**, Regional Education Officer for Europe, US Department of State, Office of Overseas Schools
- **Jane Larsson**, Executive Director, Council of International Schools (CIS) (Chair)
- **Yolanda Murphy-Barrena**, Executive Director, Association for the Advancement of International Education (AAIE)
- **Erin Uritus**, Director of Communications/Middle East Operations, International Schools Services (ISS)
- **Deb Welch**, Executive Director, Academy of International School Heads (AISH)

Committee Members/International Representatives

- **Kate Beith**, Deputy Director, Dulwich College International, China
- **Fiona Cottam**, Director, International Schools, GEMS Education, Dubai, UAE
- **Ray Davis**, Associate Director, School Support & Evaluation, CIS, Australia (Committee Chair)
- **Mark Elgart**, President/CEO, AdvancED, USA
- **Lois Engelbrecht**, Licensed Social Worker, AISA Child Protection Working Group
- **Mark Evans**, Director, Penta International, UAE
- **Mark Hevland**, Safety & Security Manager, Shanghai American School, China
- **Karen Kinsella**, Middle School Counselor, Shanghai American School, China
- **Ian Laycock**, Deputy Head, British School of The Netherlands
- **Chris Marshall**, Human Resources Director - Recruitment, GEMS, UAE
- **Tim McGill**, Superintendent, Morrison Academy, Taiwan
- **Lesley Meyer**, Principal, International School of Geneva, Switzerland
- **Kurt Nordness**, Director, Riffa Views International School, Bahrain
- **Pauline O’Brien**, Director, Educational Recruitment, CIS, Netherlands
- **Ash Pugh**, Operations Director, Teach Away, Canada
- **Graham Ranger**, Director, School Support & Evaluation, CIS, Netherlands
- **Fiona Reynolds**, Director of Teaching and Learning, American School of Bombay, India
- **Andrea Smith**, Head of Strategy, International Baccalaureate, Netherlands
- **Mark Stapleton**, Director of External Affairs, New England Association of Schools and Colleges, USA
- **Oli Tooher-Hancock**, Head of School, International School of Hyderabad, India

Governmental/Public/Private Organisations

- **Carolyn Hubbard**, International Partnerships Manager, Committee for Children, USA
- **James Hulbert**, Managing Partner, The Jane Group, USA
- **Jane Maxwell Hulbert**, Founder, The Jane Group, USA
- **Jordan Greenbaum**, Consultant, International Centre for Missing and Exploited Children, USA
- **Karin Stierlin**, Founder and Chairperson, taboobreaker, Switzerland
Agenda and Meeting Notes

Our charter is to apply our collective resources, expertise, and partnerships to help international school communities address child protection challenges. Following an opening general session for all attendees, committee members will move into separate working meetings for the duration of the day.

Child Protection Survey Results: The International Community Responds

Training needs identified by International Schools

A survey of 716 international school leaders, counsellors and teachers was conducted between June and September 2015. The full results can be found in the ITFCP Dropbox. Andrea Smith and Erin Uritus are in the process of analysing and summarizing 200 pages of open-ended responses. Once finalised the results will be posted and you will be so notified.

ITFCP Committee Meetings Rosters and Reports

School Evaluation Committee Meeting

Chair: Ray Davis

- Colin Bell, Executive Director, COBIS, UK
- Fiona Cottam, Director, International Schools, GEMS Education, Dubai, UAE
- Ray Davis, Associate Director of School Support & Evaluation, CIS, Australia
- Mark Elgart, President/CEO AdvancED, USA
- Mark Evans, Director, Penta International, UAE
- Mark Hevland, Safety & Security Manager, Shanghai American School, China
- Ian Laycock, Deputy Head, British School of The Netherlands
- Tim McGill, Superintendent, Morrison Academy, Taiwan
- Graham Ranger, Director, School Support & Evaluation, CIS, Netherlands
- Andrea Smith, Head of Strategy, International Baccalaureate, Netherlands
- Mark Stapleton, Director of External Affairs, New England Association of Schools and Colleges, USA

Agenda

Objective for the meeting: Agree on criteria/standards for implementation by each accreditation / inspection agency.
1) Review work the committee has carried out so far.
2) Review essential questions and draft standards, updated with input from each agency.
3) Agree a final set of standards for all agencies.

Summary

A coalition of agencies that Accredit and Inspect schools internationally has now agreed on expectations for enhanced child protection practices in schools. The full report and recommendations of the School Evaluation Committee have been agreed and are now under review by agencies unable to attend the meeting in Dubai.

The Committee shared the following comments on its work in developing common child protection evaluation requirements for accreditation and inspection agencies:

- The recommendations produced by the committee are for the use of Accreditation and Inspection Agencies. Each agency will adopt a multi-faceted approach to child protection in a manner consistent with the committee’s recommendations.
- The recommendations are fully aligned with the values statements contained within the United Nations Convention on the Rights of the Child.
- In developing the recommendations the committee has held four ‘face to face’ meetings, has conducted an extensive review of child protection practices from many parts of the world, has consulted best practice child protection documentation, reports and policies from many parts of the world, and has consulted and received input from the following:
The recommendations from the committee enable agencies to adopt the agreed Essential Questions and Expectations into existing procedures, ensuring the essential elements of the accreditation protocol/inspection framework are retained while at the same time reinforcing essential child protection measures. The Committee believe that the recommendations are not generic and can be interpreted by agencies in a way that will enable schools to develop appropriate and effective policies and practices geared specifically to their particular and individual context. The recommendations fall into two distinct domains:

- **Essential Questions;** Thirteen Questions that should be comprehensively considered and which form the basis of whole school community dialogue on the school’s policies and practices related to safeguarding and child protection.
- **Expectations;** Eighteen essential elements which school evaluation, accreditation and inspection agencies are strongly encouraged to adopt as essential requirements within their evaluation programmes as appropriate.

**Actions and Timeline**

- The School Evaluation Committee will work with the Founding Task Force Members to identify a publication date and a date by which all evaluation agencies will make a formal commitment to adopting the recommendations. (Target: February 2016)

- COBIS will approach The British Government to obtain a commitment to incorporate the recommendations within the British Overseas Inspection protocol. (Colin Bell – December 2015)

- Task Force Committee Members will share the new standards and practices at international conferences. (2016-2017)

- A glossary of terms is being developed for review by all Task Force Committees to help ensure understanding across countries and cultures. (Ray Davis – December 2015)

- A planned outreach to global government agencies and organisations is required to reinforce the importance and essential nature of the recommendations and to gain their involvement; the committee will create a presentation to be used when meeting with governmental agencies and authorities. (February 2016)

- Supporting schools: To help schools prepare for the new standards, resources made available at the new Child Protection website, within the section devoted to Education, hosted by ICMEC. Resources to be added will include a presentation on essential questions for schools. (December 2015)

- The ITFCP and School Evaluation Committee working with agencies will devise methods by which the effectiveness of the implementation of recommendations can be evaluated and actions plans for future improvement developed. (2016-2017: survey of schools; survey of agency evaluation outcomes)
School Recruitment Committee Meeting
Meeting Chair: Ash Pugh

- Chris Marshall, Human Resources Director - Recruitment, GEMS, UAE
- Pauline O’Brien, Director, Educational Recruitment, CIS, Netherlands
- Ash Pugh, Operations Director, Teach Away, Canada
- Erin Uritus, Director of Communications/Middle East Operations, ISS, UAE
- Oli Tooher-Hancock, Head of School, International School of Hyderabad, India
- Deb Welch, Executive Director, AISH

Agenda
1) Share the final version of recommended candidate screening practices currently being piloted at selected schools.
2) Discuss intended outcomes for the pilot and pilot results thus far.
3) Discuss new Interpol initiative to issue one certificate of clearance for all Interpol countries.

Summary, Actions and Timeline
- The Committee continues to monitor and develop effective screening practices as part of the pilot that is underway at 70 schools around the world. Constructive input was received during the meeting on the recruitment practices; feedback continues to be gathered from participating schools.
- It was recommended a recruitment 'toolkit' be created following completion of the pilot, and posted at the new ICMEC website.
- The group discussed the importance for school leaders/recruiters to share effective practices to improve the interviewing process.
- Interpol is proceeding with the feasibility study to create one-certificate of clearance for the 190 counties that are members. A representative of Interpol will attend the AAIE conference in February 2016 to provide an update. Members of the Task Force will participate in working meetings at Interpol with a likely timeline of two years.
- A 'Safe Seal' for recruitment agencies? As discussion continued about standards for recruitment, it was asked whether agencies applying these standards to their selection processes might lead to a 'Safe Seal' of recognition. Many questions arose about such a process, including what body could grant such a seal, and how it would be implemented:
  - Is there really a need for a “safe seal”? How would it be evaluated? Who gives it?
  - ITFCP is not an entity nor a regulatory body.
  - It is the role/authority of the accrediting agencies to ensure effective practices at schools. The Task Force did not intend to regulate recruiting agencies, but to enhance and ensure effective selection practices at schools.
  - Is it feasible to implement standards among recruitment agencies? (Schools are using more than 100 different agencies, as per a survey conducted last year by the ITFCP Recruitment Committee.)
  - What are the implications for agencies with a ‘Safe Seal’ if they do place someone who is later proved to be criminal?

School Policies & Resources Committee Meeting
Meeting Chair: Yolanda Murphy-Barrena, AAIE

- Kate Beith, Deputy Director, Dulwich College International, China
- Christine Brown, Regional Education Officer/Europe, US Dept of State, Office of Overseas Schools
- Lois Engelbrecht, LSW, AISA Child Protection Working Group, Ghana
- Jordan Greenbaum, Consultant, International Centre for Missing and Exploited Children, USA
- Karen Kinsella, Middle School Counselor, Shanghai American School, China
- Lesley Meyer, Principal, International School of Geneva, Switzerland
- Yolanda Murphy-Barrena, Executive Director, AAIE, USA
- Fiona Reynolds, Director of Teaching and Learning, American School of Bombay, India
Agenda
1) Review the website architecture for international school child protection resources hosted by ICMEC. (All)
2) Collect feedback on the Community Needs Assessment Framework. (Lois)
3) Expand and vet the list of experts available for training and guidance. (All)
4) Review and provide feedback on a presentation developed by ICMEC to train first-responders. (Jordan)

Summary, Actions and Timeline
Supporting schools: To help schools prepare for the new standards, resources will soon be available at the new Child Protection website, with a section devoted to Education, hosted by ICMEC. Update: The new website launched on 3 November! [www.icmec.org](http://www.icmec.org) (TRAIN: Education Portal)

- Reviewed and updated the structure of the new website of child protection resources, hosted by ICMEC.
- Feedback on the structure of the new website was collected from the School Evaluation and School Recruitment Committees.
- The new website will be continually updated, including links to experts in child protection; discussion focused on the need to vet the quality; recommendations were collected from attendees; several organizations will recommend pre-screened consultants who are already working with their members.
- Discussion focused on the need to appoint a trained counsellor to manage child protection resources at the website, vet experts to ensure they are high quality and act as a point of contact for schools needing advice. (Follow-up discussion with ICMEC in early December.)
- Results of a survey conducted with over 700 international school educators between June and September 2015 to assess training needs have been posted at the website; open-ended results of the survey are being analysed and will be posted when complete. (December 2015; Andrea Smith and Erin Uritus)

Specialist and Educator Presentations (posted in the ITFCP Dropbox)

Best Practices for Communication in Sexual Misconduct Matters
Led by Jim and Jane Hulbert, The Jane Group
[www.thejanegroup.biz](http://www.thejanegroup.biz)

Summary: There is no template for crisis management – each one is different. Your first words are important and travel the farthest – and you must be guided by a moral lens, which is the imperative. It might not be cheapest path, but do the right thing. Will the crisis melt or drift? Time is the enemy, move calmly but swiftly.

- Boundary training and use of a code of conduct for staff is important. Schedule open discussions with parents about sexual abuse.
- There is a difference between a press statement and a press release. A press release invites reporters to contact you. A press statement is simple, attributed, with no interview, and NO LOGO. Develop a Q&A for the head. What should the staff say? Give them a list of talking points. Inform your staff first before sending communications externally.

Case study: Strengthening Safeguarding for Children
Led by Kurt Nordness, Director, Riffa Views International School, Bahrain
[www.rvis.edu.bh](http://www.rvis.edu.bh)

Summary: Recommended resource: *Organizational Culture and Leadership*, Edgar Schein. As child abuse policies are introduced, fears are exposed. What about false reporting or accusations? How will the investigation go? Will the person conducting the investigation be skilled? Create a flow chart to show how communications would be handled if a case arose.

- RVIS created a *Common Agreement* – a living document which specifies the school’s code of conduct. The school is still getting ready to launch the use of the document…and teachers are still hesitant to sign the agreement.
• Created tools to engage teachers – used examples of community action to help them imagine what they would do if child abuse happened.
• Kurt’s advice: Progress is not a straight line, “Sometimes you have to wander in the swamp before you gain clarity and move forward.” Be sure you have relationships established with local law enforcement. Educate the parent community.

*Educating Children about Life Skills via Video Games*

Led by Karin Stierlin, Taboobreaker, Switzerland
www.taboobreaker.com/

Summary: A new videogame for children to help develop lifeskills is under development. Schools are encouraged to sign up to pilot the game once finalized. A team of educational advisors will guide development. Sources of funding for the project continue to be gathered.

*Child Abuse Prevention Training for Educators and Children*

Led by Carolyn Hubbard, Committee for Children, USA
www.cfchildren.org

Summary: Training and resources are available in person and online for school communities. Much of existing material is suitable for US audiences and would need to be adapted for international school communities. CfC focuses on the development of life skills for children. Online training uses graphic novel scenarios, which could be translated to other languages.
• Online training for staff – available to help schools develop policies, to recognize abuse and to teach students and families (3 modules); includes case studies/scenarios
• ITFCP documents can be inserted as resources within the module, specifically for the international school community, if the training is to be adapted for international communities
• Includes a self-assessment – to rate confidence in ability to detect abuse

*ITFCP Dubai Meeting Outcomes*

• The [ICMEC Education Portal](http://www.icmec.org/education-portal/) launched on 3 November! http://www.icmec.org/education-portal/
• Resources will be continually updated. A meeting will take place at ICMEC in early December to discuss funding and staffing to support the site and provide guidance to international educators.
• Enhanced child protection standards have been agreed by an international coalition of evaluators and will be implemented in 2016 by Accrediting and Inspection agencies. A statement of commitment will be distributed to the international community by the cooperating agencies.
• The pilot of enhanced recruiting practices is underway and progress will be reported throughout the first half of 2016.
• Open-ended responses to the Training Needs Survey are being analysed and will be posted at the new ICMEC website.
• The Task Force will continue to participate in the Interpol initiative to create the Interpol International Police Certificate.

*Next ITFCP Meeting*

• February 7, 2016: A meeting will take place in Atlanta, Georgia, USA from 0900 – 1200 to finalize a panel presentation on child protection led by ITFCP members and experts during a general session at the AAIE Conference; discussion will include the future of the Task Force, reviewing potential models. The ITFCP Panel is scheduled to present at the AAIE Conference on Wednesday 10 February. Founding members and committee chairs who will attend the conference will be asked to provide an update during the session.