

SUBJECT:

CHILD PROTECTION

PURPOSE

The International School of Hamburg is committed to safeguarding and promoting the well-being and safety of all students and families in our community. We take seriously our duty of care to protect children in accordance with the recommendations of the Council of International Schools Task Force on Child Protection, and hold ourselves to the highest standard in addressing this legal and ethical responsibility.

The purpose of this policy is to fulfill the requirements of sections 8a of the German Social code (SGB) Book VIII and related German federal laws, and to establish the obligations of the school in implementing the Child Protection Protocol.

The comprehensive, holistic approach to child protection at the International School of Hamburg must:

- Affirm a safe and responsive learning environment in line with the ISH Mission
- Include all members of our community
- Recognize that all children, regardless of age, disability, gender, religion, culture, language or sexual identity have equal rights to protection
- Follow local, national and international guidelines and all applicable host country legal requirements
- Include clearly defined roles and responsibilities
- Include clearly defined terminology relating to child protection
- Outline step-by-step procedures for responding to child welfare issues
- Include proactive elements to educate and empower our community to prevent threats to child well-being and safety.

AFFECTS

Board, Administration, Faculty, Staff, and Students. This policy also affects all adults, temporary staff, consultants or contracted staff, and volunteers, who have contact with students.

DEFINITIONS

Reference Child Protection Protocol document

POLICY

1. The Head of School is responsible for:
 - a. Ensuring that the duty to safeguard student welfare is communicated clearly to all faculty and staff members.

- b. Ensuring that all faculty and staff members, and any other adults who have contact with children are informed of and have access to the Child Protection Protocol.
 - c. Designating a Child Protection Officer and appointing members of the Child Welfare Team. The Child Welfare Team meets periodically to consult and advise on all child protection issues that arise at the school.
 - d. Confirms that police background checks are conducted for all new employees.
2. Division Principals are responsible for:
 - a. Ensuring there is an up-to-date, documented prevention guidance program for child protection at all levels.
 - b. Scheduling regular in-service for faculty and staff on signs/symptoms of abuse and neglect and how to handle disclosures.
 - c. Monitoring student attendance and contacting parents of students with excessive absences.
3. The designated Child Protection Officer is responsible for:
 - a. Serving as the official liaison with local authorities and agencies regarding child protection issues.
 - b. Reviews, revises and communicates all written policies and procedures.
 - c. Adhering to all applicable data protection laws regarding the storing, access and sharing of personal student information with other professionals at the school or third parties.

All procedures as outlined in the Child Protection Protocol must be regularly reviewed and updated according to the Policy Review Cycle.

REFERENCE

Child Protection Protocol document
8.20
8.40
8.50
7.803
ECC Hygiene Protocol
Faculty and Staff Code of Conduct
IT Responsible Use Protocols