

OVERVIEW OF SAFEGUARDING AT SEISEN

May 2024

Seisen International School's mission in accordance with and in support of the UN Declaration of the Rights of the Child (1990), the recommendations based on the International Task Force on Child Protection (2015), and also in conjunction with Japanese laws regarding Child Protection, defines the term "child" as students under the age of 18. However, due to our position of trust in the lives of our students, Seisen International School acknowledges that a student at Seisen is considered under our duty of care until the time of their graduation, irrespective of the age of the student.

Purpose of the Seisen Student Safeguarding Document

Seisen International School's ultimate goal is to have policies, procedures, and training in place so that if child abuse in any form is suspected, observed, or disclosed to any member of the community, that person will have the knowledge, information, and resources necessary to ensure that the child is safe, that the situation is communicated promptly, professionally, and effectively, and that the suspicion or incident is reported to the appropriate authorities. This document supports this goal through outlining the essential components of a Student Safeguarding Policy.

Components of our Safeguarding Policy

1. A Code of Conduct that guides interactions between adults and students at Seisen International School.
2. Guidelines on recognizing, responding to, and reporting allegations and suspicions of child abuse and neglect.
3. Guidelines on screening and selecting staff, faculty, and volunteers at Seisen International School.
4. Training and education about child abuse prevention.
5. Ensuring safe environments and practices.
6. Connecting to local authority and resources via the protocols established by the Japan Council of International Schools.

All Staff Play a Role in Safeguarding

All Seisen International School staff, faculty and administrators are mandated to report incidences of abuse and neglect. All Seisen International School staff, faculty and administrators are also required to report suspicion of abuse or neglect. All reports of abuse and neglect must be made to the division counselor or division principal should the counselor be unavailable, within 24 hours for immediate response. The counselor reports to the division principal. The counselor and/or division principal must in turn report to the Head of School. Verbal reports must also be supported by signed written documentation by the person or persons submitting the report. Seisen International School is committed to general training for all faculty and staff in student safeguarding and to training designated faculty for specific roles in the Student Safeguarding Team.

We encourage all parents to read the full "Seisen International School Student Safeguarding Policy" available on www.seisen.com.

