

# Safeguarding Children Policy

This procedure is reviewed annually to ensure compliance with current regulations:

|                              |           |
|------------------------------|-----------|
| Approved/reviewed by         |           |
| Safeguarding leadership team |           |
| Date of review               | June 2025 |
| Date of next review          | June 2026 |

## Safeguarding Leadership Team

|   |  |                                 |
|---|--|---------------------------------|
| Designated Safeguarding Lead (Secondary School)           | Tim Rogers<br>Secondary Principal          | secondaryprincipal@fairgreen.ae |
| Designated Safeguarding Lead ( Primary School)            | Matt Greenwood<br>Primary Principal        | primaryprincipal@fairgreen.ae   |
| Designated Safeguarding Lead<br>(Whole School Director)   | Ed Pearce                                  | director@fairgreen.ae           |
| Deputy Designated Safeguarding Lead<br>(Primary School)   | Andy Parkin<br>Vice Principal              | aparkin@fairgreen.ae            |
| Deputy Designated Safeguarding Lead<br>(Secondary School) | Holli Pekhasis<br>Secondary Vice Principal | hpekhasis@fairgreen.ae          |
| Safeguarding Governor                                     | Natasha Williams                           | ESOL                            |

## Child Protection/ Student Safeguarding Policy

The School is wholly committed to safeguarding and promoting the welfare of children and young people and expects all adults and volunteers within the school to share this commitment. We uphold the UN Rights of the Child and recognise it is both a moral obligation and statutory responsibility to safeguard and promote the welfare of all children.

## Safeguarding legislation and accountability

### UAE

- Federal Law No. 3 (2016) on children's rights (Wadeema's Law).
- UAE Department for Health, School Health Guidelines for Private Schools, 2011.
- UAE School Inspection Framework 2016, Section 5 The protection, care, guidance and support of students.

Furthermore this policy is informed by Keeping Children Safe in Education (2025) and guidance from the Council of International Schools. This policy is also informed by the DfE 2021 update regarding Sexual Violence and Sexual Harassment in Schools and Colleges.

We have a number of policies and procedures in place that contribute to our safeguarding commitment. This provides a comprehensive portfolio of policies that seek to prevent, protect and enhance the wellbeing of children with our school. This also reflects Wellbeing as a central pillar of our school.

A summary of this policy has been placed in the Parent Handbook, and is available on our school website and will be referred to at parent meetings which have a safeguarding focus.

**At Fairgreen we are committed to:**

Recognising that failure to provide an effective response can have serious consequences for the child and therefore our systems and practice are to uphold the highest standards of safeguarding for children in our care. We will ensure that the welfare of the child is of paramount importance.

We ensure that:

- We have Designated Safeguarding Leads in place; trained educators are responsible for child protection and welfare issues who have had advanced training in safeguarding.
- All staff have an equal responsibility to act on any suspicion or allegation that may suggest a child is at risk of harm at home, in the community or in school.
- Staff are made aware of our reporting system My Concern and any information which becomes available in connection with a child protection and welfare issue and of all safeguarding procedures, must be recorded factually and in a timely manner.
- All staff members are expected to act in the best interests of the child and adhere to our code of conduct in only forming professional relationships with students in our care.
- That we will follow the legal, statutory duties in respect of safeguarding children, including our duty to report for children at risk of significant harm.
- Safeguarding/ Child Protection training will be given annually to staff by the Designated Safeguarding Leads.
- All new staff to Fairgreen within the academic year will receive Safeguarding training related to this policy as part of their induction.
- A safeguarding training record will be maintained by Human Resources.

### **Child Protection – The Student**

Children and young people have a fundamental right to be protected from harm. The School is committed to safeguarding and promoting the welfare of all children and young people. We adopt an inclusive approach, one that recognises the additional vulnerability of students of determination. All colleagues in the school are responsible for safeguarding children. In responding to concerns related to the wellbeing and safety of children, the school has five Designated / Deputy Safeguarding Leads who have undertaken advanced training; they are identified at the beginning of this document.

There are many areas of child abuse which can be defined as follows:

- Physical Abuse: implies physically harmful action resulting in bruises, burns, head injuries, fractures, abdominal injuries or poisoning;
- Sexual Abuse: exploitation of a child under the age of 16 for the sexual pleasure or profit of an adult;
- Emotional Abuse: continual rejection, criticism, intimidation;
- Neglect: a form of maltreatment over a long period of time, including nutritional neglect, failure to provide medical care or protection from physical or social danger. This implies the failure of parents to act properly in safeguarding the health, safety and well-being of the child or young person.
- Peer to Peer abuse

Safeguarding students also relates to helping students who may be experiencing mental health issues, substance misuse or risky behaviours, or victimisation through bullying or other forms of exploitation. Therefore for any situations that impact the physical, mental, emotional health of a young person, this policy applies.

If students need help and advice they can turn to a number of people, such as:

- Parents
- Close friends
- Wellbeing support in school
- Homeroom teacher
- A teacher or member of the school leadership team whom they trust

- School doctor or nurse
- Head of Counselling
- Inclusion Lead/ learning support team

Once a child has reported a concern to any of the above, a Designated Safeguarding Lead, must be informed.

### **Confidentiality**

Adults in school cannot keep secrets, if a student discloses they are at risk of harm or abuse, it is important to look at the big picture and think about the safety of that student and others who may directly or indirectly be involved. By not telling, it may put a student at risk, especially in the case of an issue such as substance abuse, for example. We advise colleagues as follows:

- Don't make any promises
- Don't keep anything illegal/damaging/threatening covered up
- Make it clear to others who have a safeguarding responsibility they have to be told on a 'need to know' basis and inform the student that you will seek help from the school counsellor and Designated Safeguarding Lead immediately.

### **Positive Handling**

On some occasions it may be necessary to physically restrain a child, if for example they are in danger of hurting himself/herself or others. Two legal principles are in conflict here:

- The child has the basic right not to be touched and
- The school has a responsibility to safeguard the welfare of all children.

Staff should therefore exercise careful judgments in these situations and physical restraint should always be the last option to be taken. It is imperative that staff follow our [positive handling policy](#).

### **Child Protection - Procedures**

1. PROCEDURE 1.1 - If a member of staff suspects that a Student is the victim of abuse, whether physical, emotional, sexual or as a result of neglect, she/he should inform one of the Designated Safeguarding Leads, who will take responsibility for coordinating a strategy meeting, with a possible outcome to refer to the UAE authorities.

2. SIGNS OF POSSIBLE ABUSE - The NSPCC (UK) lists some of the signs and behaviours which may indicate that a child is being abused:

- repeated minor injuries
- children who are dirty, smelly, poorly clothed or who appear underfed children who have lingering illnesses which are not attended to, deterioration in school work, or significant changes in behaviour, aggressive behaviour, severe tantrums
- an air of 'detachment' or 'don't care' attitude
- overly compliant behaviour
- a 'watchful attitude'
- sexually explicit behaviour (e.g. playing games and showing awareness which is inappropriate for the child's age).
- a child who is reluctant to go home, or is kept away from school for no apparent reason
- does not trust adults, particularly those who are close
- 'tummy pains' with no medical reason
- eating problems, including over-eating, loss of appetite
- disturbed sleep, nightmares, bed wetting
- running away from home, suicide attempts
- self-inflicted wounds
- reverting to younger behaviour
- depression, withdrawal
- relationships between child and adults which are secretive and exclude others
- pregnancy

These signs are not evidence themselves but may be a warning, particularly if a child exhibits several of them or a pattern emerges. It is important to remember that there may be other explanations for a child showing such signs. Abuse is not easy to diagnose, even for experts.

If you are concerned, please report your concern as a trusted user in our My Concern system <https://www.myconcern.co.uk/> and one of our Designated Safeguarding Leads will respond within 24 hours. If the concern is more urgent, then please use our [Red Envelope system](#).

4. INITIAL COMPLAINT - If a student discloses/ alleges abuse directly:

4.1 Listen carefully to what is said.

4.2 Ask only open questions such as:

- How did this happen?
- What was happening at the time?
- Anything else you want to tell me?

4.3 Do not ask leading questions, which may be considered as suggesting what might have happened, or who has perpetrated the abuse, as this can later be interpreted as putting ideas into the child's mind.

4.4 Suggest it would be helpful to continue the discussion with the school nurse or counsellor present but do not force the child to repeat what she said in front of another person.

4.5 NEVER GIVE UNDERTAKINGS OF ABSOLUTE CONFIDENTIALITY TO A STUDENT: Breaking a child's confidence would be inappropriate, it is better to say that you might have to tell someone.

4.6 Make notes of the details of the allegations using the child's words where possible.

4.7 Concerns should be reported via My Concern:

- Be written within 24 hours;
- Be accurate and descriptive;
- Not make assumptions;
- Not include any opinions;
- Indicate sources of information;
- Be clear and concise

4.8 Reassure the child they have done the right thing and tell them they are not to blame. Refer to the Counsellor via My Concern and they will provide ongoing support via the school counselling team.

4.9 Talk immediately to the relevant Designated Person, unless the

complaint involves the Designated Person, in which case the Director of the School.

## 5. INVESTIGATION, REFERRAL AND REPORTING

5.1 It is the responsibility of school staff to:

- Protect children from abuse;
- Be aware of the School's child protection procedures;
- Keep a sufficient record in My Concern of any significant complaint, conversation or event
- Report any matters of concern to the Designated Person.
- Undertake appropriate training, including refresher training every year.

5.2 It is *not* the responsibility of school staff to investigate suspected abuse. The School is not an investigation or intervention agency for child protection but it has an important role to play at the recognition and referral stages. The School will take into account the procedures published by the local safeguarding authorities when dealing with allegations of abuse and act in accordance with UAE regulations.

5.3 Having taken advice from local safeguarding authorities, and when considered appropriate and safe to do so, the Designated Person will discuss the concerns with the parents/guardians. When appropriate the school may discuss a formal referral to the local safeguarding authorities or police.

5.4 If there is doubt over whether a referral should be made, the Designated Person may consult again with the local safeguarding authorities on a no-name basis without identifying the family. However, as soon as sufficient concern exists, a referral will be made without delay.

5.5 If a referral is made, the Designated Person will keep the divisional Principal informed of the case unless the complaint involves a member of the Senior Leadership Team, in which case the Safeguarding Governor will be consulted.



5.6 A referral will not normally be made where:

- i. The complaint does not involve a serious criminal offence;
- ii. A referral would be contrary to the wishes of a Student complainant dependant upon their age and maturity, and who has understanding and is properly informed, and contrary also to the wishes of the complainant's parents;
- lii. The case is one that can be dealt with under the school's internal procedures, in low risk situations and the parents being kept informed as appropriate.

If during the course of internal procedures, it appears that the situation is more serious, the Designated Person will consider again whether a referral should be made in accordance with the procedure above.

## 6. RECORD KEEPING

6.1 Child protection concerns are reported within our My Concern system which is a UK based secure online child protection system. The best interests of the Student will always be paramount. In principle the details of individual cases will be limited to the minimum number of people, whilst ensuring that the staff who will be supporting and monitoring the child are kept appropriately informed.

6.2 If a child is the subject of a Child Protection Plan or UAE equivalent, the Designated Person has the responsibility of passing this information on should the child transfer to a new school. This can be transferred securely via My Concern, if the new school has this system.

## 7. ALLEGATIONS AGAINST STAFF

### **Abuse of a position of trust**

All school staff are aware that inappropriate behaviour towards students is unacceptable and potentially criminal. Any relationship with a student, even if over the age of consent, is

regarded as ‘an abuse of a position of trust’.

7.1 Whistleblowing -please refer to our whistleblowing guidance within the [staff handbook](#) in this regard.

Any allegations against a member of the school team which are related to the harm and welfare of a young person, will involve the formation of an allegations management team.

These allegations are recorded in the My Concern platform - “Staff Safeguarding”

7.2 The role of Team Leader should be in a school leadership role and trained in child protection. They will lead the school's response. To ensure independence and objectivity when reviewing allegations, the Team Leader should be accountable to other senior leaders in the school, including the Safeguarding Governor.

#### Allegations Management Team

- Create a multi-disciplinary allegations management team for consultation and action when managing an allegation.
- Agree on the roles and responsibilities of each member of the team and document them.
- My concern can be used for secure documentation. Paper files in previous inquiries have been an unreliable form of record keeping.

Members of the allegations management team will possess a broad skill set and should ideally include the following roles:

- The Team Leader
- The Schools Designated Safeguarding Lead
- The divisional principal
- The school director
- The safeguarding governor
- A communications professional
- A human resources professional
- A legal advisor
- A representative from the local community to consider cultural/linguistic needs

The role of the Allegations Management Team is not to investigate the allegation. Its role is to help ensure that the necessary preparatory steps are taken and to provide a source of expertise for the Team Leader to draw on when coordinating the schools response to an allegation. It will not always be appropriate or possible to inform or draw on all members of the Allegations Management Team when responding to an allegation.

In the event the allegation is directed at the Director of the School, then the matter must be referred to the Safeguarding Governor and ESOL education, and independent guidance sought from the Council of International Schools if need be. Furthermore, where a perceived conflict of interest is apparent, any member of the Allegations Management Team should step aside from their role.

## 8. ALLEGATIONS AGAINST STUDENTS

8.1 A Student against whom an allegation of abuse has been made, may be suspended from school during the investigation and the School's policy on behaviour, discipline and sanctions will apply. Additionally, authorities may need to be informed in allegations which suggest significant harm. This would apply to both students and staff members whereby a student's actions of either physical, sexual or psychological harm are evident.

## 9. SAFE RECRUITMENT

9.1 The school follows the International Task Force on Child Protection recommendations, for the safer recruitment and employment of teaching staff who work with children. These include:

- A review of the candidate profile including gaps in employment
- Mandatory safeguarding questions during interview process
- Collection and verification of two references
- Identity and credentials check
- Background checks to include police/criminal check and DBS checks, which are the responsibility of the prospective employee to provide. Any job offer is subject to satisfactory clearance on working with children.

9.2 Assurance is obtained that appropriate child protection checks and procedures apply to any staff employed by another organisation and working

with the school's students on another site.

9.3 The school will report to the appropriate authorities, and future employers, within one month of leaving the school, any person whose services are no longer used because he or she is considered unsuitable to work with children.

## 10. TRAINING

10.1 Child Protection issues are part of the induction programme for all new staff. Child protection and safe working practices refresher training is given every year to all staff. The school undertakes to make all part-time staff and volunteers aware of the training to ensure their attendance. All staff also have access to further safeguarding training via National Online Safety which our school subscribes to.

## 11. MONITORING

11.1 The Safeguarding Governor will undertake an annual review of the policy and the efficiency with which the duties have been discharged and will make an annual report to the Governing Body.

11.2 The safeguarding team will meet termly to review procedures and submit the termly safeguarding report to the safeguarding governor.

## 12. OTHER RELEVANT POLICIES

12.1 This policy should be applied in conjunction with other relevant policies:

- [Protocol for use of Red Envelopes](#)
- [Staff Code of Conduct](#)
- [Behaviour Management policy](#)

- [Positive Handling Policy](#)
- [Intimate Care Policy](#)
- [Acceptable Use Policy](#)
- [Safer Recruitment Policy](#)

### **External child protection agencies**

Ministry of the Interior - Child Protection Centre.

<https://moi-cpc.ae/en/default.aspx> Tel: 116-111

Child Line based in Al Barsha - Tel: 800-988. Any child in Dubai who needs help, protection from abuse or advice can call this helpline which is staffed by social workers and psychologists.

Dubai Police Child Protection Hotline - Tel: 800-243

Dubai Foundation for women and children (DFWAC) Tel: 800- 111 and [www.dfwac.ae](http://www.dfwac.ae) (Licensed, not for profit shelter in the UAE for women and children.