



Safeguarding & Child Protection Policy

B – School Administration Policies & Procedures

Key author	Designated Safeguarding Leads and Deputy Designated Safeguarding Lead
Audience	Employees; Students; Parents
Approval body	Board of Governors
Approval frequency	1 year
Last approved	June 2025
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Published	Classlink; portal; website
Linked policies	Risk Assessment Policy Mental Health & Wellbeing Digital Technology Responsible Use Policy (Primary and Secondary versions) Code of Conduct Behaviour Policy Recruitment Policy Community Use of School Premises Policy ADEK School Student Protection Policy ADEK Educational Risk Policy
Definition of the term child and children	For this document the term 'child' and 'children' are used for any person of school age

Safeguarding & Child Protection Policy

Policy Statement

The welfare and safety of children who attend the British School Al Khubairat (BSAK) is our paramount concern. We will promote the health, well-being and safety of the children in all we do. Our children have the right to protection, regardless of age, gender, ability, religion, race or social background. They have a right to be safe in our School. BSAK expects all its employees, parents, governors, visitors, contractors and students to share this commitment. The School recognises and understands its responsibilities to work together in partnership with other agencies here in the UAE, the UK and internationally to help children to grow up in a healthy and safe environment.

The School is committed to promote and maintain a safe and protective School environment for children at BSAK; to work in partnership with parents, the Abu Dhabi Department of Education and Knowledge ("ADEK"), British Schools Overseas and other appropriate agencies to ensure that the highest standards of safeguarding and child protection are maintained.

This policy and associated procedures is informed by the following policies and guidelines

- National Child Protection Policy - Ministry of Education
- Safeguarding Policy 2024-2025 - ADEK
- Student Protection Policy 2024 - ADEK
- Keeping Children Safe in Education 2025 - DFE

Safeguarding incidents and/or behaviours can be associated with factors outside the School and/or can occur between children outside the School. All staff, but especially the Designated Safeguarding Lead (DSL) and Deputy Designated Safeguarding Lead (DDSL) should be considering the context within which such incidents and/or behaviours occur. This is known as contextual safeguarding, which simply means assessments of children should consider whether wider environmental factors are present in a child's life that are a threat to their safety and/or welfare.

This policy has been approved by the Governors, is addressed and circulated to all members of staff and volunteers and is available to parents via the School's website. It applies wherever staff or volunteers are working with children, even where this is away from the School, for example at an activity centre or during an external educational visit.

The School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Every child has the right to feel safe and protected from any form of abuse (for example any kind of neglect, non-accidental physical injury, sexual exploitation, emotional ill-treatment or serious bullying) thereby helping to ensure optimum life chances.

Publication:

This policy is provided to all employees on the BSAK intranet and parents through the external website.

Policy aims:

The Headmaster leads the Safeguarding Team and acts as a guardian to all the children at The British School Al Khubairat whilst they are in the School's care.

The School will take all reasonable measures to:

- ensure the welfare of the School's children. In the event that there is disagreement regarding the rights of the parents or child, the child's welfare is paramount.
- ensure that we practice safe recruitment in checking the suitability of staff, volunteers (including Governors) and embedded contractors who come into contact with children in accordance with the guidance given in the most recent Keeping Children Safe in Education, statutory guidance for schools and colleges.
- ensure the Single Central Register is regularly updated and reviewed.
- ensure relevant safeguarding checks are carried out on all Governors.
- ensure that we implement safeguarding measures including undertaking appropriate checks in line with statutory guidance and ADEK requirements in respect of staff employed by external providers or any organisation which rents BSAK facilities.
- undertake reasonable safeguarding measures where staff from another organisation are working with our students on another site for example during work experience.
- ensure that where the School ceases to use the services of any person (whether employed, contracted, a volunteer or gap student) because that person was considered unsuitable to work with children, a prompt and detailed report is made to the Independent Safeguarding Authority (ISA) (within the UK) and to ADEK. In situations when an allegation of historic abuse is made, and the alleged abuse did not take place within the UAE, the member of staff will be suspended whilst the School provides information to the lead investigator. In the event that the staff member can no longer be employed by the School, he/she will be referred to both the UK and UAE authorities in accordance with the relevant legislation and guidance.
- respond to child protection concerns in accordance to protect each student from any form of abuse, whether from an adult or another student.
- ensure that the Anti-bullying Policy is effectively implemented.
- be alert to signs of abuse both in and outside the School.
- deal appropriately with every suspicion or complaint of abuse.
- design and operate procedures which promote this policy and ensure that these are communicated to staff and volunteers.
- design and operate procedures which, so far as possible, ensure that staff are not prejudiced by false allegations.
- support children who have, or are suspected of, suffering abuse in accordance with the recommendations of the Safeguarding Team.
- be alert to the medical needs of children with medical conditions (the School Nurse team will keep a written record of all pertinent information provided by parents).
- be alert to additional safeguarding challenges which may exist for students who have SEN and/or disabilities, for example students may be more vulnerable to being bullied; students may also be unable to effectively communicate an abusive situation.
- operate robust and sensible health & safety procedures.

- take all practicable steps to ensure that School premises are as secure as circumstances permit.
- operate clear policies on drugs, alcohol and substance misuse.
- consider and develop procedures to deal with any other safeguarding issues which may be specific to individual children in our School or in our local area.
- ensure that Moral Education and Life Skills (MELS) programmes cohere with the requirements of this policy.
- ensure that all staff and volunteers are aware of this policy and understand the code of conduct which governs their behaviour as professionals.
- ensure compliance with guidance issued by ADEK or by the UK Secretary of State for Education.
- ensure staff are aware of the ever emerging digital safeguarding challenges including AI
- ensure that the Safeguarding team are aware of the digital filtering and monitoring systems in place at BSAK.

Every complaint or suspicion of abuse from within or outside the School will be investigated and in all proper circumstances will be referred to an external agency as appropriate.

Responsibility:

The DSLs are responsible for overseeing the implementation of this policy through the associated procedures and support available. DSLs will use My Concern to identify any patterns or trends to inform future Safeguarding practice and required resources. The DSLs are most likely to have a complete safeguarding picture and will be the most appropriate people to advise when there are safeguarding concerns.

Every member of staff and Governor of the school, as well as every volunteer who assists the school, is responsible for:

- protecting children from abuse.
- being aware of the School's safeguarding and child protection policy and procedures and to follow them.
- knowing how to access and implement the procedures, independently if necessary.
- reporting any matters of concern to the DSL or the DDSL.
- keeping a sufficient record of any significant complaint, conversation or event, using the internal recording tool, My Concern, in order to ensure appropriate records of significant complaints, conversations and/or events are recorded and addressed appropriately.

Every member of staff is under a professional and contractual duty to regularly undertake appropriate safeguarding and child protection training including annual refresher training annually.

DSLs: Ellie Edgar (Primary Deputy Head) and John Foster (Secondary Deputy Head)

DDSL and Safeguard Lead for staff and school site: Mark Leppard MBE (Headmaster)

Safeguarding Governor: Heba Al-Naseri