

AL SHOLA AMERICAN SCHOOL

Child Rights Protection Policy



A package of procedures and arrangements to protect students in the school

Our goal

A healthy, safe & conducive to learning school environment





Al Shola American Private School Child Rights Protection Policy

Al Shola American Private School realized that the care and safety of every student is a first priority that takes precedence over all other interests, and accordingly it has given priority to protecting students, taking care of their interests, providing the highest levels of personal and psychological safety, and providing a safe environment and preserving their health, as it is unacceptable for the student to be subjected to abuse of any kind. The school is aware of its tremendous responsibility for providing care to all students of all classes, and therefore provides an environment characterized by support, aid, assistance and safety, in which all students can acquire knowledge and develop their potential to the maximum possible degree.

❖ First: General directives

- All students, regardless of age, gender, race, origin, color or religion, and at all times and circumstances to have the right to feel safe and protected from any form of abuse of any kind.
- The school bears full responsibility for the care and protection of students while they are on the school's campus and its facilities, and their transportation to and from the school using school transportation, and the transition between all activities, inside and outside the school, that the school organizes while waiting and participating in it.
- All school staff must be aware of signs of abuse or negligence, and they must report their doubts or suspicions regarding any matter to the school administration (principal, vice-principal, social worker, people involved in the school cybersecurity policy, cyberbullying).
- All school staff who deal directly with students are qualified individuals and will carry out their duties in providing basic security and protection for all students according to the appropriate training and arrangements.
- All students and their parents/guardians must be fully aware of the child protection policy and reassure that they will receive support when reporting any abuse or inappropriate treatment.
- The school considers the **Child Rights Law (Wadima)** as its basic reference for determining the child's rights and the protection arrangements. The law (**Wadima**) is summarized as follows:
 - Protecting the child's best interests.
 - Protecting the child from all forms of negligence, exploitation, and abuse, and from any physical or psychological violence that exceeds the Shariah and legally recognized rights, such as the right of parents and those of equal status to discipline their children.
 - Preserving the child's right for survival and development and providing all the necessary opportunities to facilitate this and to enjoy a free, secure, and developed life.

- Raising the child to adhere to his/her Islamic faith, cherishing their national identity, and respecting the culture of human brotherhood.
- Educating the child about his rights, obligations and duties in a society dominated by the values of justice, equality, tolerance, and moderation.
- Raising the child to display virtuous morals, especially respecting his/her parents as well as family and social surroundings.
- Spreading the culture of child rights as widely as possible using the appropriate means.
- Child's participation in areas of community life, according to his/her age, degree of maturity and advanced capabilities, to grow up on the qualities of love of work, initiation and spirit of self-reliance.
- The child has the right to have his privacy respected in accordance with public order and morals, taking into account the rights and responsibilities of those who care for him in accordance with the law.
- The child has the right to express his views freely according to his age and degree of maturity and in accordance with the public order and morals and the laws in force in the country.
- It is prohibited to expose the child to any arbitrary interference or unlawful action in his life, family, home, or correspondences. It is also prohibited to infringe upon his honor or reputation, and the state guarantees the protection of the child from all inappropriate images of children in accordance with the legislations in force.
- The child has the right to possess knowledge and means of innovation and creativity, and for this purpose he has the right to participate in the implementation of recreational, cultural, artistic and practical programs that are consistent with his age and with public morals, as the concerned authorities set the necessary programs for that.

❖ Second: Student's rights in the school community



- The right to learn and acquire the values, knowledge and skills that qualify him to obtain the available certificates and to play an effective role as a successful member of society.
- Providing equal opportunities for every student to show his/her excellence and success in the academic and personal fields.
- Addressing his learning and educational issues and contributing to finding possible solutions to overcome the difficulties that hinder his/her learning process (academic weakness problems, social problems).
- Giving him/her the appropriate space to express the issues that concern him/her and his/her classmates in appropriate ways through student councils that form an important part of a democratic school community.
- Providing him/her with learning resources and means to facilitate his/her information acquisition process.
- Providing an integrated program of various school activities to allow him to express his/her distinction and practice his hobbies and interests constructively.
- Providing a set of supporting services within the school environment to meet the scientific and practical needs of students.
- Protecting him from all forms of abuse and ill-treatment by his/her classmates or staff working in the school.

❖ Third: Procedures of child protection in the school

1. The role of senior management in the school:



- The principal and his assistant are responsible for developing a child protection policy, managing child protection procedures in the school, and for contacting parents (and other authorities when necessary).
- The school's senior management approach depends on two principles: achieving the security and care of the student and maintaining the confidentiality of his/her case.
- Anyone who knows that a student was a victim of a specific abuse should not try to investigate the matter. Rather, he should inform the school's higher management of the doubts that prevent them from informing them of the incident immediately.

The school leadership team is keen on:

- ensuring that all school personnel are fully aware of their responsibilities and duties to provide protection for all students from any form of abuse, and to ensure their security, safety and care by adhering to the Child Protection Law mentioned in the Child Protection Law (Wadima).
- ensuring that all suspicious matters and misconduct will be taken into consideration seriously and will be responded to quickly and appropriately in accordance with the Child Protection Law and applicable legislation in this regard.
- providing school personnel with clear instructions and working to promote good behavior and spread it among all.
- the school commitment to care for and protect its students from any potential danger.
- implement the school regulations.
- instructions posted in the school corridors and on billboards and circulated to the school staff.

2. The role of school staff:



- Exhibiting a positive attitude to guide students towards good behavior and reduce potential abuse and quarrels.
- Informing the supervisor in charge about any suspected case of abuse or negligence upon discovering it or having knowledge about it.
- Reviewing and adhering to the school's child protection policy and student behavior management regulations.
- The teacher should be fully aware of the following indicators and should investigate when a student performs any unusual or striking behavior such as:
 - unwillingness to go to school
 - feeling anxious, restless, or losing confidence.
 - low school results.
 - if he becomes aggressive or riotous or acts abnormally.
 - shows a change in his usual routine.

- Personal contact between teachers, parents or students outside the school, without obtaining the approval of the administration and having the necessary documents for that, is prohibited.
- All concerned employees must record accidents and report them to the competent authorities in a professional and regular manner.
- **Failure to comply with this policy:**

Violating the laws of this policy or exposing any of the students to psychological or physical harm by any of the school employees will lead this employee to be subjected to legal accountability and subject to the administrative penalties stipulated in accordance with the regulations, policies and requirements of the Child Protection Law (which may lead to the person being suspended from working in all schools).

3. The school premises:



•The school is fully committed to implementing the standards of the general framework for environment, health and professional safety issued by the Ministry of Education in the United Arab Emirates in all school facilities, including classrooms, computer labs, science laboratories, resources rooms, extra-curricular activities rooms, playgrounds, yards, clinics, libraries, prayer rooms, administrative buildings and others.

•The school conducts a self-evaluation of the application of security and safety standards in the school building on a regular basis, and then takes the necessary measures.

4. Control and supervision



- The entire school is equipped internally and externally with a 24-hour security camera system.
- All corridors and public areas are subject to the supervision of school personnel to prevent incidents of bullying and abuse among students.
- Students always under the supervision of teachers while they are inside the school or when using its transportation or when participating in internal or external activities are under the supervision of teachers
- The school has developed a matrix of potential harm and danger that can inflict upon the child in the times and places where students are during their shift.
- No worker or people from outside can enter the school unless he is accompanied by a school employee or upon prior notice and approval.
- The school has appointed a full team of administrative supervisors, social workers, and discipline officials to fully supervise the security and safety of students and protect them from exposure to harm or abuse.

5. Records and documentation



- School staff members prepare a written record of any incident of abuse or misbehavior, by using the accident report form.
- The school keeps written records of all incidents that occur during the year even if there is no need to refer matters immediately.
- The school ensures that all records are kept securely and separately from students' main files

6. Confidentiality



- The school takes all measures to ensure that confidentiality is maintained. Information must be provided in accordance with the rules for keeping personal secrets.
- All employees must ensure that the student's data or information is not provided to anyone outside the school and considered confidential, except for individuals directly concerned with the concerned issue.
- School personal are prohibited from declaring or discussing any existing or closed cases with the media or any other external parties or other employees.

7. Use of illustrated materials:



- Parents' consent must be obtained if any photos or videos of his / her son / daughter will be used.
- It is not permitted for any of the school employees to use the pictures of students for private purposes.
- All photos, films and videos of students must be displayed in a respectful manner.

8. Prevent bullying:



What is bullying?

- Bullying is resorting to the use of force with the intent to harm others and to extend influence and control over them to subjugate and exploit in all its forms and harm them.
- **Actions (if bullying is present):**
 - Report incidents of bullying to the responsible employee.
 - The employee in charge shall record the incidents of quarrels and assault.
 - Parents should be informed of critical cases and asked to attend a meeting to discuss the problem.
 - Hostile behavior must be investigated and immediately stopped.
 - The school makes attempts to help the aggressive person to change his behavior.

9. Behavior modification and disciplinary actions



- All disciplinary measures and behavioral policies implemented inside the school are in conformity with the laws, policies and regulations stipulated in the regulations for managing students' behavior in public education institutions issued by the Ministry of Education of the United Arab Emirates in Ministerial Resolution 851 of 2018.
- The school implements a fixed system for operating and managing students' behavior. This system is implemented according to what was mentioned in "Guidelines for managing student behavior" and in accordance with the law and achieves the general orientation of the school through the following common factors:

- o Understanding heritage and culture.
- o Positive, cooperative school.
- o Strong family and social relationships.
- o Shaping and refining student behavior.

- The school considers that it is not allowed to modify the student's negative behavior through the following procedures:
 - All corporal punishment.
 - Lowering or threatening to lower grades.
 - Punishing a group of students for misbehaving a student.
 - Imposing more homework.
 - Mocking or insulting the student in private or in front of others.
 - Denying the student launch or using the bathroom.

10. School Bus:



- All school buses comply with the specifications as stated in the framework of the environment, health, and occupational safety.
- All buses contain a list of necessary security and safety instructions.
- Buses are subject to an electronic monitoring system by the transportation official (electronic tracking).
- **The following safety rules to ensure the safety and protection of students:**
 - Stay in a seated position while the bus is running.
 - Always use safety belts.
 - It is prohibited to use harmful tools such as (pens - rulers) or to stand on pallets.
 - Exercise caution when getting on or off the bus one by one.
- Each school bus has a supervisor to monitor bus rides in general and to ensure that students arrive at their homes safely.

11. Internet Safe Use Policy:



All school personnel and the students are accountable for the safe use of the Internet in compliance with school regulations.

The safe use of the Internet at Al Shola American School includes:

- Providing safe channels for the effective interaction between members of the school community (Teams - M.School)
- Using the Internet to communicate between members of the school community and the world.
- Applying the Internet for Academic purpose including distance learning.
- Developing the students' technological skills.
- Providing circulars and short educational videos and sending them through the proper channels to all members of the school community.
- Providing the staff with training opportunities on how to safely use the internet and on how to effectively use the software for distance learning.
- Utilizing the internet as a guide tool to convey messages with the procedures and regulations of the safe use of the internet.
- Using the internet to search for the post school studying opportunities (colleges, Universities)

Protection against the dangers of using electronic devices and the Internet rules

- Explain the importance of safely using the Internet, and always use it to achieve a positive purpose and organize the time set for using the Internet wisely and systematically.
- Installing the necessary protection and security programs on the computer. (Guardian's responsibility)
- Blocking sites that are inappropriate for the aims of the educational process. (Guardian's responsibility)
- Putting the computer that is used to browse the internet in a common area in the house and not inside closed rooms to facilitate the supervision process and setting clear rules for use (by the guardian)
- During the distance learning period, the student is prohibited from having fun with electronic games or using social networking sites for personal purposes.
- When students conduct an Internet search, the teacher provides students with the sites the students should refer to.
- When viewing a video from the Internet, the teacher will download the video and watch it before showing it to students, in order to avoid displaying any inappropriate scenes for the students.
- Avoid contacting strangers on the Internet or giving out any important personal information about the family.
- The school prohibits the use of student or teacher images electronically.

- If any person in the school suffers any abuse through the use of the Internet, he informs his guardian directly to take the necessary measures.
- It is also prohibited to use computers or the Internet in the United Arab Emirates for the following purposes:

- Publishing any materials or opinions that are contrary to the prevailing law and order in the country or contradict the customs, traditions, and values of Emirati society under any pretext.
- Search or view material that is not related to the aims of the school curriculum or the goals of academic counseling.
- Copying, saving, or publishing files or materials with rights reserved without the owners' approval.
- Participate in any activity or purchase any materials / products without obtaining the approval of the guardian.
- Using the Internet in a way that disrupts and hinders the task of the rest of the users (such as downloading large files at peak times).
- Post or share any personal information of anyone.
- Upload, post, send, or copy any insulting message or image to anyone.
- Use racist or profane language, or insult and attack others.
- Causing harm to computers, computer systems or the Internet.
- Violation of the saved rights, or violation of another user's account, or accessing anyone's files without permission.

❖ Fourth: the role of parents:

- The guardian will be notified immediately if the student is suspected of abuse.
- The guardian must encourage his son/daughter to go and seek help from specialists in the school in case he/he is exposed to any kind of abuse inside or outside the school community.

How can the student (if he/she is exposed to harm or abuse inside or outside the school), and the parent file a complaint?

Name	Section	Teams Account/Email	Mobile
Mr. Mohamed Salah	Safety Officer	m.salah@sholaamericanschool.com	0547041499
Ms. Basma	Social Worker	basma@sholaamericanschool.com	0503677974
Mr. Wisam	Boys Section	Wisam@sholaamericanschool.com	0547041685
Ms. Wafaa	Girls Section	wafa@sholaamericanschool.com	0547041684
Ms. Rehab	Primary Section	rehab@sholaamericanschool.com	0547041503
Ms. Asmaa	KG Section	asmaa.kg@sholaamericanschool.com	0569229825



❖ Fifth: Communications Channels:

The school provides all means of communication to submit any inquiries or suggestions through the following means of communication: Phone number: **06 7451110**

Name	Section	Teams Account/Email	Landline – Ex	Mobile
Ms. Rana	Reception	reception@sholaamericanschool.com	101-102	0509708205
Mr. Mohamed Salah	Safety Officer	m.salah@sholaamericanschool.com	511	0547041499
Ms. Basma	Social Worker	basma@sholaamericanschool.com	531	0503677974
Mr. Wisam	Boys Section	Wisam@sholaamericanschool.com	528	0547041685
Ms. Wafaa	Girls Section	wafa@sholaamericanschool.com	552	0547041684
Ms. Rehab	Primary Section	rehab@sholaamericanschool.com	523	0547041503
Ms. Asmaa	KG Section	asmaa.kg@sholaamericanschool.com	527	0569229825
Ms. Maria	Happiness Customer Service	customersevice@sholaamericanschool.com	549	0547043055
Ms. Blessy	School Clinic	-----	517	
Mr.Asem	Transportation Supervisor	-----	-----	0529345379

- ☐ Hotline: **0509708205**
- ☐ School email: info@alsholaamericanschool.com
- ☐ School page on Facebook : AlShola American School
- ☐ School page on Instagram : <https://instagram.com/alsholaamerican/>
- ☐ School page on telegram: https://t.me/alshola_american_school
- ☐ School website: www.sholaamericanschool.com

Administration