STUDENT(CHILD) PROTECTION POLICY

Revised on	September 2026
Reviewed by	Principal, Vice Principal, SLT's, Inclusion Head and Student Safeguarding Team
Next Review	April 2027

POLICY STATEMENT

Global Indian International School Abu Dhabi is committed to providing a safe, secure, respectful and nurturing environment in which every student is protected from all forms of abuse, neglect, exploitation, violence, bullying, harassment, discrimination and other forms of maltreatment. The school recognizes that every student has the right to protection, dignity, care and support, both within the school environment and whenever the student is under the school's supervision, including during transportation, educational visits, extracurricular activities, online learning and other school-related activities. The school adopts a zero-tolerance approach to all forms of student maltreatment and places the best interests, safety and wellbeing of the student at the center of all safeguarding decisions.

This policy is implemented in accordance with applicable UAE legislation, Federal Law No. 3 of 2016 Concerning Student Rights (Wadeema's Law), ADEK requirements, Abu Dhabi Government requirements and other applicable regulatory guidance.

2. PURPOSE

The purpose of this policy is to establish a clear framework for:

- preventing and responding to all forms of student maltreatment
- promoting a culture of safety, respect and dignity
- identifying students who may be at risk of harm
- ensuring that concerns are reported and acted upon promptly
- establishing clear responsibilities for staff and the Student Protection Team
- ensuring appropriate support for students affected by safeguarding concerns
- ensuring that staff, parents, volunteers and students understand their safeguarding responsibilities
- maintaining appropriate records, confidentiality and accountability.

SCOPE

This policy applies to all students enrolled at GIIS Abu Dhabi and to all individuals working with or representing the school, including:
teachers, teaching assistants, support staff, leadership, administrative staff, counsellors, social workers, individual assistants, transport staff, security personnel, volunteers, contractors, visitors and external service providers.
The policy applies to concerns occurring:

- within the school premises
- during school transportation
- during educational visits, trips, events and activities
- during extracurricular and sporting activities
- through digital or online platforms connected with school life and
- outside the school where a concern may affect the student's safety or wellbeing.

DEFINITIONS

Student Protection
Student protection refers to all measures, actions and procedures undertaken to prevent, identify, respond to and support students who are exposed to or at risk of maltreatment or harm.

Safeguarding
Safeguarding refers to protecting students from all risks of harm, including maltreatment and other risks affecting their health, development, wellbeing and safety.

Maltreatment
Maltreatment includes physical abuse, emotional abuse, sexual abuse, neglect, exploitation and bullying, including cyberbullying.

Student Protection Coordinator
The Student Protection Coordinator is the designated member of staff responsible for coordinating student protection concerns, ensuring appropriate reporting, liaising with relevant authorities and coordinating support for students.

Student Protection Team
The Student Protection Team is the school team responsible for supporting the Student Protection Coordinator and School leadership in implementing student protection and safeguarding procedures.

FORMS OF MALTREATMENT

Physical Abuse: Deliberate acts or behaviour that cause, or have the potential to cause, physical injury or harm.
Emotional/Psychological Abuse: Behaviour that persistently or seriously harms a student's emotional wellbeing, sense of worth, dignity or psychological development.
Sexual Abuse: Any sexual activity, behaviour, communication or interaction involving a student that is inappropriate, exploitative or unlawful, including activity facilitated through digital technology.
Neglect: Failure to provide appropriate care, supervision, protection or basic needs where this places a student at risk of significant harm.
Exploitation: The use of a student for the benefit of another person, including inappropriate labour, financial, social, sexual or other exploitation.
Bullying and Cyberbullying: Repeated or serious physical, verbal, social or online behaviour that causes or is likely to cause physical, emotional or psychological harm. Serious bullying that results in or poses a significant risk of harm shall be treated as a student protection concern.
Other Safeguarding Risks: The school will also respond to concerns relating to harassment, inappropriate conduct, online abuse, unsafe supervision, discriminatory abuse, harmful practices, inappropriate adult-student relationships, and any other behaviour that places a student at risk.

STUDENT PROTECTION GOVERNANCE

Student Protection Coordinator

The Student Protection Coordinator will:

- act as the primary point of contact for student protection concerns
- receive and document safeguarding concerns
- coordinate immediate safeguarding responses
- ensure concerns are reported through the appropriate ADEK reporting mechanisms
- liaise with ADEK, the Family Care Authority (FCA), Police and other competent authorities as required
- coordinate appropriate support for affected students
- maintain confidential safeguarding records
- support staff awareness and training
- contribute to the annual review of the policy and safeguarding systems.

Student Protection Team

The **Student Protection Team** support the **Student Protection Coordinator** in prevention, identification, reporting, response, student support and safeguarding monitoring.

- Principal
- Vice Principal
- Senior Leadership Team
- Safety Officer
- Head of Inclusion
- Social Worker
- School Counsellor
- School Nurse
- Staff Representative

Role of Principal

The Principal has overall responsibility for ensuring that effective student protection and safeguarding arrangements are implemented throughout the school.

The Principal will:

- ensure compliance with ADEK and UAE requirements
- ensure adequate supervision and protection of students
- support the **Student Protection Coordinator and Student Protection Team**
- ensure staff receive appropriate safeguarding training
- ensure concerns are reported to the relevant authorities
- ensure appropriate action is taken where staff or volunteers present a risk to students
- ensure safeguarding records are maintained securely; and
- monitor the effectiveness of the school's safeguarding arrangements.

RESPONSIBILITIES OF STAFF

All staff have a **duty of care** towards students and are responsible for acting when they identify or receive information indicating that a student may be at risk.

Staff must:

- remain alert to signs of abuse, neglect, exploitation or other safeguarding concerns;
- respond appropriately to disclosures;
- report concerns immediately through the school's safeguarding procedure;
- maintain professional boundaries with students;

- maintain confidentiality and share information only through authorised channels;
- complete required safeguarding training; and
- cooperate with safeguarding investigations and support measures.

Staff must never investigate an allegation themselves or attempt to determine whether abuse has occurred.

Role of Parents in Student Protection and Safeguarding

Parents play an important role in protecting children from harm and supporting their safety and wellbeing. They are expected to:

- Provide a safe and protective environment for their child and take reasonable steps to protect them from abuse, neglect, exploitation, and other forms of harm.
- Promote positive relationships and open communication so that children feel safe to share their concerns, worries, or experiences with a trusted adult.
- Be alert to changes in their child's behaviour, emotional wellbeing, attendance, relationships, or online activities that may indicate a safeguarding concern.
- Report any suspected or disclosed safeguarding concern promptly to the school through the designated safeguarding channels and, where appropriate, to the relevant authorities.
- Share relevant information with the school that may affect the child's safety, wellbeing, or ability to participate safely in school activities.
- Work cooperatively with the school, Student Protection Coordinator, Student Protection Team and relevant professionals when safeguarding concerns are identified, while respecting confidentiality and established safeguarding procedures.
- Support safe and responsible use of digital technology, including monitoring age-appropriate online activity and educating children about online safety, privacy, cyberbullying, and appropriate digital behaviour.
- Follow the school's safeguarding, attendance, collection, transportation, and visitor procedures designed to protect students.
- Participate in safeguarding awareness programmes and guidance provided by the school and reinforce child protection messages at home.
- Respect the confidentiality of safeguarding matters and avoid discussing or sharing information about safeguarding concerns involving other students or families.
- Act in the best interests of the child and support any agreed safeguarding measures or interventions implemented by the school and relevant authorities.

SAFEGUARDING STRUCTURE

IDENTIFICATION OF SAFEGUARDING CONCERNS

Staff should be alert to indicators including, but not limited to:

- unexplained or repeated injuries
- inconsistent explanations regarding injuries
- significant changes in behaviour, mood, attendance or academic performance
- withdrawal, fear, anxiety or unusual distress
- age-inappropriate sexualized behaviour
- signs of neglect or unmet basic needs
- repeated bullying or social isolation
- disclosures of abuse or harm
- concerns relating to online safety or exploitation
- any behaviour or circumstance that causes a reasonable concern for a student's safety or wellbeing.

RESPONDING TO A STUDENT DISCLOSURE

When a student discloses a concern, staff shall:

- remain calm and listen carefully
- take the student seriously
- allow the student to speak without interruption
- reassure the student that they have done the right thing by speaking up
- reassure them that the situation is not their fault
- use open and non-leading questions only when necessary to clarify immediate safety
- avoid investigating, interrogating or seeking detailed evidence
- never promise absolute confidentiality
- explain that the information may need to be shared with people who can help keep them safe
- avoid confronting or questioning the alleged perpetrator and
- immediately report the concern to the CPC or another member of the CPT.

Staff should record the student's disclosure as accurately as possible, using the student's own words where appropriate.

KEY CONTACTS

Internal Student Protection Contacts

- **Student Protection Coordinator: Name: Ms. Neethu Sunil**

Designation: Head of Inclusion Email: neethu.suni@globalschools.com

- **Deputy Student Protection Coordinator: Name: Ms. Ajitha Wilfred**

Designation: School Counsellor Email: smartbloom1.giisauh@globalschools.com

Student Protection Team:

SL NO	NAME	DESIGNATION	EMAIL ID
1	MR. DILIP KUMAR	PRINCIPAL	principal.giisauh@globalschools.com
2	MR. RAVI RAJASHEKAR	VICE PRINCIPAL	vp.giisauh@globalschools.com
3	MS. AVANTI KALE	SENIOR SECTION COORDINATOR	sectionhead.giisauh@globalschools.com
4	MS. JYOTI PATHAK	MIDDLE SCHOOL COORDINATOR	headms.giisauh@globalschools.com
5	MS. SHABISTA SURVE	PRIMARY COORDINATOR	cdrpri.giisauh@globalschools.com
6	MS. MAHVISH SHAIKH	KINDERGARTEN COORDINATOR	supkg.giisauh@globalschools.com
7	MS. NEETHU SUNIL	HEAD OF INCLUSION	neethu.suni@globalschools.com
8	MS. AJITHA WILFRED	SCHOOL COUNSELLOR	smartbloom1.giisauh@globalschools.com
9	MS. FATHIMATH SHAMEEMA	INCLUSION TEACHER	fathimath.shameema@globalschools.com
10	MS. NEETU VERMA	INCLUSION TEACHER	neetu.verma@globalschools.com
11	MR. MUHAMMAD NABEEL	PSYCHOLOGY TEACHER/COUNSELLOR	muhammad.nabeel@globalschools.com
12	MS. SHRADDHA SINGH	MIDDLE SECTION TEACHER	shraddha.singh@globalschools.com
13	MS. FATIMA BEGUM	PRIMARY SECTION TEACHER	fatima.begum@globalschools.com
14	MS. ZAINAB FATIMA	KG SECTION TEACHER	zainab.fatima@globalschools.com

15	MS. HALIMA FADILI	ARABIC TEACHER	halima.fadili@globalschools.com
16	MR. TOLOMIN	EHS OFFICER	ehs.giisauh@globalschools.com
17	MS. SHERIL BINOY	SCHOOL NURSE	infirmary.giisauh@globalschools.com

External Emergency and Safeguarding Contacts

- Abu Dhabi Police – Emergency: 999
- UAE Student Protection Hotline: 116111
- Safety Concern Portal: https://daasafetyconcern.abudhabi
- Family Care Authority (FCA): 800444
  Email: icm@adfca.gov.ae
- ADEK Student Protection Unit / MoE Student Protection Unit: 80085
  Email: cpu@moe.gov.ae
- Abu Dhabi Safety Concern Portal:
  https://daasafetyconcern.abudhabi/

Figure 1. Safety Concern Referrals in Abu Dhabi Educational Institutions



1. After submitting the Safety Concern Form on the digital safety concern portal, a copy of the report is automatically shared with FCA, ADEK CPU, and MoI CPC.
2. For cases occurring within educational institutions' supervision, the ADEK CPU will review the information first before referring to the FCA for case management. Note: The ADEK CPU will take the necessary procedures to follow-up on the cases after receiving the report.

Relevant contact details are as follows:

- Abu Dhabi Police: 999
- Family Care Authority (FCA): 800444 icm@adfca.gov.ae
- MoE Child Protection Unit (CPU)*: 80085 cpu@moe.gov.ae
- Safety Concern Portal: https://daasafetyconcern.abudhabi/

*Educational institutions should contact the MoE CPU, which is the hotline for all reporting from where the request will

Safeguarding Reporting Responsibilities and Procedures

- All staff members working with students have a duty to act on any safeguarding concern relating to the safety or wellbeing of a student.
- Any staff member who has a concern that a student has been maltreated, may be experiencing maltreatment, is at risk of maltreatment, or has disclosed maltreatment must report the concern immediately to the Student Protection Coordinator or a member of the Student Protection Team.
- Safeguarding concerns must be reported regardless of where or when the suspected incident occurred, including incidents that occur within the school, outside the school, during transportation, during extracurricular activities or educational trips, online, or in any other circumstance affecting the student's safety.
- In accordance with ADEK requirements, all alleged or suspected cases of student maltreatment must be reported to the appropriate authority through the prescribed reporting mechanism and within the required timeframe.
- Mandated reporting of alleged or suspected student maltreatment must be made to the ADEK Student Protection Unit within 24 hours of the concern or suspicion arising.
- If the Student Protection Coordinator or a member of the Student Protection Team cannot be reached, the staff member must follow the appropriate alternative reporting procedure and report the concern directly through the designated ADEK/FCA reporting mechanism.
- If informing Student Protection Coordinator or the Student Protection Team is not in the best interests of the student, the concern must be reported directly through the appropriate ADEK/FCA reporting mechanism without delay.
- Where a student is considered to be in imminent danger, immediate action must be taken to ensure the student's safety and protection.
- In an emergency situation requiring immediate police assistance, Abu Dhabi Police must be contacted on 999.
- The CPC or the appropriate School Leader must ensure that the safeguarding concern is reported to the relevant authorities without delay.
- The Student Protection Coordinator or appropriate School Leader must ensure that the prescribed Safety Concern Form is completed as part of the reporting process.

In accordance with ADEK's reporting process, safeguarding concerns must be submitted through the Safety Concern Portal, where the information is routed to the relevant Student protection authorities for appropriate action.

All staff members are responsible for reporting safeguarding concerns and must not delay reporting while attempting to investigate, verify, or establish the facts of the concern themselves.

CONFIDENTIALITY AND RECORD KEEPING

All safeguarding concerns and records shall be treated as strictly confidential.

The school shall:

- maintain secure records of safeguarding concerns and actions taken
- restrict access to authorized personnel
- share information only where there is a legitimate safeguarding or legal requirement
- maintain records in accordance with ADEK records requirements and applicable UAE data protection requirements and
- ensure that safeguarding information is not discussed informally or disclosed to unauthorized persons.

The identity of the student, reporter and alleged perpetrator shall be protected to the extent permitted by law.

SUPPORT FOR STUDENTS

GIIS shall ensure that students affected by safeguarding concerns receive appropriate support based on their individual needs. Support may include counselling, social-emotional support, wellbeing interventions, academic adjustments, safety planning, family engagement where appropriate, referral to external professionals and continued monitoring.

The school shall ensure that safeguarding interventions are student-centred, age-appropriate, culturally sensitive and respectful of the student's dignity and rights.

Student of Determination or students with additional learning needs shall receive appropriate safeguarding support and reasonable adjustments to ensure that they can communicate concerns and access protection effectively.

PREVENTION AND SAFEGUARDING CULTURE

Safeguarding shall be embedded across the school rather than treated solely as a response to incidents.

GIIS shall promote student safety through:

- safeguarding induction and regular training for staff
- student awareness and age-appropriate safeguarding education

- parent awareness and communication
- safe recruitment and appropriate background checks in accordance with applicable requirements
- appropriate supervision and professional boundaries
- safe transportation and off-site activity procedures
- digital and online safety measures
- anti-bullying and positive behaviour practices
- appropriate visitor and contractor management and
- regular review of safeguarding risks and controls.

ALLEGATIONS AGAINST STAFF OR OTHER ADULTS

Any allegation or concern involving a member of staff, volunteer, contractor, visitor or any other adult shall be treated seriously and managed in accordance with ADEK requirements and applicable UAE legislation.
The school shall take immediate steps to protect the student from further risk while ensuring that the matter is referred to the appropriate authority where required.
Staff must not attempt to investigate allegations against colleagues independently or discuss such matters with students, parents or other staff members unless authorised.

STUDENT VOICE AND ACCESS TO SUPPORT

The school shall ensure that students know:

- what constitutes unsafe or harmful behaviour
- that they have the right to feel safe
- whom they can approach for help
- how to report a concern
- that they will be listened to respectfully and
- that they should not fear punishment or retaliation for raising a genuine concern.

Age-appropriate student protection resources shall be incorporated into relevant wellbeing, pastoral, counselling and educational programmes.

SAFEGUARDING ACROSS THE SCHOOL ENVIRONMENT

Safeguarding arrangements shall apply across all areas of School operation, including:

- classrooms and learning spaces
- playgrounds and common areas
- school transportation
- sports and extracurricular activities
- educational visits and trips
- online and digital environments
- interactions with external service providers
- visitors and volunteers and
- before- and after-school activities under School supervision.

The school shall maintain appropriate supervision, risk assessment and safety procedures in accordance with applicable ADEK requirements.

MONITORING, TRAINING AND REVIEW

The school shall monitor the effectiveness of its safeguarding arrangements through:

- annual review of the Student Protection and Safeguarding Policy
- safeguarding training records
- review of reported concerns and response procedures
- monitoring of bullying and safeguarding trends
- student, staff and parent feedback
- review of risk assessments and supervision arrangements
- safeguarding audits and inspection evidence and
- review of compliance with ADEK requirements.

All staff shall receive safeguarding training appropriate to their role, with enhanced training for the Student Protection Coordinator and Student Protection Team in accordance with ADEK requirements.

The policy shall be reviewed annually and whenever there are significant changes in legislation, ADEK requirements, School procedures or safeguarding risks.

Dilip Kumar
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