



Protocol: Child Protection

A risk assessment of a child abuse case should be immediately initiated if a pupil speaks about being abused now or in the past or if there is suspicion of a child being abused. (in the following the masculine form will be used for the sake of simplicity).

Speak to the pupil immediately.

The principal is to be informed in any case.

This protocol will guide you in your assessment of the situation and, if required, will help you to take the right steps.

Protocol: Child Protection

Cover sheet

Name of pupil _____ ID# _____ Class _____

Name of school _____ School Management _____

Interviewer signature/position _____

Second interviewer signature/position _____

Alleged child abuse

- Inform principle.
- Parents-teachers conference if the situation permits this.
- Notify the police child protection department.
- Request the pupil to register with the school counsellor before re-entering the school.
- The following documentation is required for following up: protocol parents-teachers meeting, child protection plan pupil.

Suspicion of child abuse

- Identify second person who can help in assessing the risk (e.g. school counsellor, nurse)
- Fill out risk assessment protocol
- Inform school management
- Have meeting with the parents
- Draw up child protection plan for pupil
- If necessary have parents sign the form release of information to medical personnel or authorities.
- Give the parents a copy of the risk assessment and the child protection plan.
- Request the pupil to register with the school counsellor/nurse before re-entering the school.
- Follow up depending on requirements.

Follow up required:

____ Child protection plan _____ Protocol parents-teachers meeting

____ Consent information to medical personnel or authorities

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Remark: risk assessments cannot be performed with complete accuracy and provide no guarantee about the truth of the statements made by the pupil. The determinations and recommendations contained in this assessment are based on the best expert judgement of the reviewer about the available information.

Yes	No	unclear	1. Has anybody hurt you?
Physically	Sexually	Verbally	2. In what way?
Many times	once	never	3. How often did this happen?
Father	Mother	Other person	4. Who did this?
Many times	Sometimes	No one	5. Have you told anybody what happened to you?
No	Ambivalent	A little	6. Do you feel safe at home?
Serious	A few	None	7. Tell me about big changes and losses you have experienced.

Take into account chronic risk factors such as: previous history of abuse or neglect, significant changes in the home environment, serious losses, etc.

Document visible signs such as: scars, bruises, redness of the skin, etc.

Other important factor to determine the risk are, among others:

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Analyse all available data and categorise the potential risk for the pupil/the child. Each expert should confirm his perceived degree of risk by signing. Should two experts differ in their assessment, the greatest risk assessment between both shall apply.

High risk. The pupil/the child is being abused. There are verifiable physical injuries and the pupil is emotionally unstable. The social support of the pupil is restricted or impaired. Immediate intervention and report are necessary.

Name: _____ Name: _____

Moderate risk. The student is distressed. There have been or there are assaults but the problematic situation can be solved. The situation is worrying, there has been an improvement in recent weeks and the culprit seems to be capable of dealing with the situation in a better way. Involving the parents and referring to counselling centre is necessary.

Name: _____ Name: _____

Slight risk. The pupil seems to have a slight risk of being abused due to the available information. The family situation is tense. The communication with the parents and the school personnel is to be ensured.

Name: _____ Name: _____

Expert 1 Name/Position

Date/Time

Expert 2 Name/Position

Date/Time

Protocol emergency meeting parents/guardian

Name of pupil _____ Date of birth _____

Name of school _____ Class _____

Name parents/guardian _____

I have been informed that my child has stated that he is being/was abused. The school personnel are concerned and wish to support my child. I understand that I am responsible for protecting my child. I have been informed to follow the following steps. *(please tick corresponding boxes).*

- I will ensure that my child is safe at all times.
- I will refrain from any form of abusing my child.
- I will not allow my child being abused in any way (physically, sexually, verbally ...).
- I was instructed that I should claim psychological/psychiatric help for my child and myself today.
- I have received a list of consultant numbers. These are listed below:
 1. Family counselling: Synergy Integrated Clinic - 04 348 5452
 2. Clinical psychologist: Camali Clinic 04 276 6064 (8am bis 8pm)
 3. Psychotherapy: German Neuroscience Centre 04 4298578
 4. Camali Clinic (Contact Katie Laing, Clinical Advisor): www.camali.clinic.ae
 5. Developing Child Centre (Contact Micelle Choytooa): www.tdcc.ae
- I understand that the DISD is not responsible for paying for these services. The DISD will carefully observe my child and ask about the wellbeing of my child at intervals. The authorities will be informed upon the next sign of an assault.

Signature parents

Date/Time

Signature school personnel

Date/Time

Pupil child protection plan

Name of pupil _____ Date of birth _____

Name of school _____ Class _____

I have stated that I am being/was abused. The employees of the school are concerned and want to protect me.

If somebody hurts me again I will help myself in the following way:

- Get help immediately from an adult:

At school I will speak to :

1. _____ or
2. _____ or
3. _____

Outside of school I will speak to:

4. _____ or
5. _____ or
6. _____

- I could also do this: _____

- I need help in the case of:

Signature pupil

Date/Time

Signature school personnel

Date/Time

Approach in case of parents refusing to cooperate

If parents or guardians refuse to cooperate or do not react to the concerns of the school personnel, the school will take the following approach:

- Documentation of contact made with the parents/guardian stating time of the phone call, email and replies:

- Getting in touch with the Child Protection Agency: 800 988
- If necessary, get in touch with the police child protection department (Eng. Thyab Atta Bin Ali: +971 4 6096690), Dubai Foundation Woman and Child Centre 04-6060300 or KHDA 04-3640000:

Name contact: _____

Recommendation: _____