



Shining Star
International School

مدرسة شيننج ستار أنترناشونال

Shining Star International School, Abu Dhabi

Our Vision

To be a school of innovation & creativity; preparing students for global challenges.

Our Mission

“Our mission is through the combined efforts of our staff, parents, students, and community to develop future leaders with active and creative minds. Our focus is on the holistic development of the individual, social, moral, intellectual, and physical growth, along with a strong sense of heritage and culture.”

Core Values

Care, Ownership, Togetherness, Honesty, Empathy, Gratitude
We ensure that the entire SSIS family follows these values.

SAFEGUARDING	
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Authorized by	School Principal
Authored by	Dr. Aby Daniel A. Head of Inclusion

Table of Contents

1. Purpose & Objective
2. Scope
3. Definitions
4. Policy Statement
5. Guiding Principles
6. Responsibilities
7. School Based Safeguarding Procedures
8. Safeguarding Awareness and Environment
9. School Security and Surveillance
10. Emergency and Breach Management
11. Staff Training and Professional Development
12. Whistleblowing
13. Inclusion and Support for All Learners
14. Compliance & Enforcement
15. Review & Revision
16. References

1. Purpose & Objective

At Shining Star School, the safety, well-being, and dignity of every student are our top priorities. This policy reflects our commitment to safeguarding all students in accordance with ADEK guidelines and creating a secure and nurturing environment where every child can thrive.

Objectives:

- To establish a clear line of accountability within Shining Star School for the effective implementation of safeguarding measures.
- To define procedures for identifying and reporting suspected cases of student abuse or maltreatment.
- To maintain a secure school environment through well-supervised premises, controlled visitor access, and clear protocols for managing security breaches.
- To ensure the responsible and ADEK-compliant use of CCTV for student safety.
- To provide all staff with regular safeguarding training to support a safe and supportive learning atmosphere.

2. Scope

This policy applies to:

- All students enrolled in the school.
- All school staff, including third-party contractors, volunteers, and invited visitors.

- School leadership, governing boards, and any personnel involved in student interactions.
- Parents, guardians, and caregivers.

3. Definitions

Key terms as per ADEK Safeguarding Policy:

- *Safeguarding*: Protection from risks that impact student health, safety, and development.
- *Maltreatment*: Includes abuse (physical, emotional, sexual), neglect, bullying, and cyberbullying.
- *Duty of Care*: Responsibility to ensure the health, safety, and wellbeing of students.
- *Safeguarding Lead*: Appointed individual responsible for safeguarding implementation.

(Additional definitions are included in the full ADEK policy and referenced at the end of this document.)

4. Policy Statement

Our school is committed to maintaining the highest standards of safeguarding in line with ADEK regulations. All students have the right to be protected from harm and to learn in a secure, respectful, and inclusive environment. The school will take all necessary steps to ensure:

- Proactive prevention of maltreatment.
- Clear reporting mechanisms for concerns.
- Support for students at risk.
- Effective response to all safeguarding incidents.

5. Guiding Principles

The implementation of this policy is guided by:

- Best interests of the child.
- Zero-tolerance for any form of maltreatment.
- Transparency and accountability in all safeguarding matters.
- Inclusive practices that accommodate students with additional learning needs.
- Respect for confidentiality and privacy.

6. Responsibilities

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- *Governing Board*: Approves and oversees policy implementation.
 - *Principal*: Overall responsibility for student safety.
 - *Safeguarding Lead/Committee*: Day-to-day monitoring, training, and incident management.
 - *Staff & Volunteers*: Mandatory reporters of any safeguarding concerns.
 - *Parents/Guardians*: Partners in promoting student safety and wellbeing

7. School-Based Safeguarding Procedures

7.1 SSIS has developed and will regularly review safeguarding procedures that include:

- A clear safeguarding statement and procedures.
- Alignment with ADEK Wellbeing and Student Protection policies.
- A comprehensive security plan
- Ongoing monitoring and review of safeguarding implementation.
- Designated safeguarding resources and personnel.

7.2 Safeguarding Committee

SSIS has appointed a Safeguarding Committee that:

- Annually reviews the safeguarding policy.
- Supports the Principal in communicating safeguarding responsibilities to all staff and volunteers.
- Ensures safeguarding information is accessible to parents and students.
- Develops staff induction and training plans.
- Ensures full compliance with ADEK's Student Protection Policy.

8. Safeguarding Awareness and Environment

SSIS actively:

- Maintains a safe, supportive learning environment.
- Upholds a zero-tolerance stance on student maltreatment.
- Identifies and monitors at-risk students, including those with additional learning needs.
- Ensures staff respond effectively and sensitively to disclosures.
- Promotes open communication between students and safeguarding staff.
- Protects students online as per ADEK's Digital Policy.
- Provides student access to counseling and support services.

9. School Security and Surveillance

CCTV Use

- SSIS installs CCTV in all key public and vulnerable areas (excluding private areas) following MCC guidelines.
- Access to footage is limited to the Principal and authorized personnel.
- Surveillance is monitored daily, and issues are reported immediately.

Security Guards and Visitor Protocols

- Security guards are present at all school entrances, licensed, and trained.
- Visitors must present valid ID and wear a pass visibly.
- Visitor and student pick-up procedures ensure only authorized individuals are granted access.

Departure Procedures

- Only parent-approved individuals may collect students.
- Late pick-up or emergencies must be communicated and logged.
- Drop-off and pick-up timings are communicated clearly to parents.

10. Emergency and Breach Management

- A lockdown system and breach response protocol is in place.
- Staff are trained on emergency procedures.
- Digital security is monitored; incidents are recorded and reported.
- School conducts regular emergency drills.

11. Staff Training and Professional Development

All SSIS staff and volunteers receive mandatory safeguarding training that covers:

- Recognizing signs of maltreatment.
- Managing disclosures.
- Responding to emergencies.
- Handling data and maintaining confidentiality.

Visitors engaging with students must read and acknowledge SSIS's Safeguarding Policy.

12. Whistleblowing

SSIS maintains a safe and confidential whistleblowing mechanism for reporting malpractice. Whistleblowers and subjects of allegations are both protected during investigations.

13. Inclusion and Support for All Learners

SSIS ensures inclusive safeguarding through collaboration between the Safeguarding Committee, Wellbeing Lead, Inclusion Coordinator, and other staff. Individual student needs are accommodated and addressed in line with ADEK Inclusion Policy.

14. Compliance & Enforcement

All school personnel must comply with this policy. Non-compliance may result in disciplinary action and will be reported to ADEK where applicable. The school reserves the right to revise this policy in alignment with changes in ADEK regulations.

15. Review & Revision

This policy will be reviewed annually by the Safeguarding Committee and school leadership. Revisions will be made as needed to reflect:

- Changes in ADEK policy.
- Feedback from stakeholders.
- Observed effectiveness of current safeguarding practices.

16. References

- ADEK Safeguarding Policy (2024)
- Federal Law No. (3) of 2016 Concerning Child Rights
- Federal Decree Law No. (5) of 2012 on Combating Cybercrimes
- Dama Alaman in Schools and Nurseries Handbook (ECA, 2023)
- Manual of Surveillance Devices (MCC, 2022)
- ADEK Digital and Inclusion Policies