



MSK

Child Protection Policy

Parent Guide

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A statement of the purpose

MSK takes seriously its responsibility to protect and safeguard the welfare of children and young people in its care. An effective whole-school child protection policy is one which provides clear direction to staff and others about expected behavior when dealing with child protection issues.

Citation to the legal authority and/or standards

The policy and guide were conceived in according to:

CIS Child Abuse Protection Checklist
Kuwait Child Protection Law 21 / 2015

MSK mission and the guiding principles

The mission of Manarat School-Kuwait (MSK) is to provide high quality learning that empowers students with Learning Difficulties (LD) to become independent learners who are critical thinkers and responsible global citizens.

Guiding Principles of Manarat School-Kuwait are:

1. We provide high quality learning by:
 - i. Creating a culture and climate that is conducive to learning and engagement.
 - ii. Providing a safe learning environment where learners are supported, encouraged and challenged.
 - iii. Using current research based practices and technology to support deeper thinking.
2. We empower students to become independent learners by:
 - i. Teaching them to use information and resources independently.
 - ii. Supporting critical decision making.
 - iii. Appreciating their abilities and creativity.
 - iv. Encouraging them to be lifelong learners.
 - v. Understanding their potential and developing their desire to achieve.
 - vi. Teaching them to take pride in their accomplishment thereby enhancing self esteem.
3. We empower students to become critical thinkers by:
 - i. Modeling and teaching critical thinking skills.
 - ii. Supporting students to reach higher levels of Blooms Taxonomy.
 - iii. Using instructional strategies by including open ended discussions, problem solving, authentic assessment and real-life situations.
4. We empower students to be responsible global citizens by:
 - i. Supporting good citizenship in the school, home and family, community, region and world at large.
 - ii. Promoting cultural understanding.
 - iii. Celebrating diversity.
 - iv. Teaching universally-accepted ethics and morals.
 - v. Providing knowledge of other cultures through the study of Social Studies, World Geography and World History.
 - vi. Adhering to the United Nations' Universal Declaration of Human Rights as well as the Declaration of the Rights of the Child.

In accordance with our mission and guiding principles, MSK values the health and well-being of all our students. To this end, this manual was developed to help staff define, identify, and respond to issues of child protection.

Child Protection Policy statement

MSK recognizes that in order for our students to succeed, they must be supported in more than academic areas. Their self-esteem, confidence, support structure, and ability to communicate with a trusted adult help to prevent abuse. MSK will therefore:

- Establish and maintain an environment where students feel safe and secure.
- Establish and maintain an environment where students are encouraged to talk and are listened to.
- Ensure that students know that there are adults within the school who they can approach if they are worried or having problems.
- Include in the curriculum activities and opportunities for learning skills to stay safe from abuse, within the cultural context.
- Ensure that every possible effort will be made to establish effective working relationships with parents.
- Ensure that we promote a safe environment for our students through our work on responsible global citizenship.

Distribution and Review

This policy will be provided to all parents upon acceptance of their child to the school, and sent to all parents at the beginning of each school year. The policy statement will be posted on the website, and a copy displayed at the reception. The child protection policy will be reviewed annually by the administrative team and amended to fit current needs.

Child Protection Team: The MSK Child Protection Team is headed by the Head of Specialists and comprised of the school psychologist, social worker, specialists, nurse, physiotherapist, and two teacher representatives. All members are chosen for their background and expertise in child protection issues. After designing the policy and procedures, the team will train the staff, provide parent information nights, and develop student training models on child protection. The team will meet once per term to review representative cases and reflect on the implementation of the policy.

National hotline: The Kuwait government has established an anonymous National Child Protection Programme hotline using the phone number 147. This governmental agency will investigate claims made through the hotline and in person according to the Kuwait Child Rights Law 21 / 2015.

Child protection is the protection of children from violence, exploitation, abuse and neglect.

United Nations Economic and Social Council (2008), **UNICEF Child Protection** Strategy, E/ICEF/2008/5/Rev.1, par.

Definitions

The Kuwait Child Rights Law 21 / 2015 recognizes and defines the following categories of child abuse:

1. **Physical abuse:** any harm to the body, whether through intended harm or disciplinary punishment. May include hitting, shaking, kicking, biting, burning, choking, or poisoning.
2. **Sexual abuse:** a child's participation in any form of sexual activity with an adult. May include physical touching, verbal harassment, using children in nude photography or films. Does not have to include physical contact.
3. **Psychological abuse:** the result of verbally degrading, silent treatment, blaming, threatening, bullying, or giving children more responsibility than they can handle which can reinforce patterns of failure in a child's life.

4. **Neglect:** when parents or guardians fail to provide necessities for the child, such as health, education, nutrition, and safe living

The UNESCO World Report on Violence against Children identifies the main forms of violence as follows:

- physical and psychological punishment;
- bullying;
- sexual and gender-based violence;
- external violence: effects of gangs, conflict situations, weapons and fighting.

For this policy, the definitions according to the Kuwait Child Rights Law 21 / 2015 will hold preference.

Documentation:

- All documentation will be forwarded to the appropriate member of the Child Protection Team, who will retain it in a locked cupboard until the end of the year.
- The Child Protection Team will meet once per term to review progress on cases.
- At the end of each school year, all documents will be collected by the social worker and kept in a locked cabinet.
- The social worker, school psychologist, and nurse will have unlimited access to all documentation.

Procedure for Reporting Suspected Concerns

Procedures for Allegations Made by Staff or Students

Physical: Every morning and afternoon teachers are required to make note of physical marks such as scratches, cuts, or bruises on the students in their care. The daily checklist is collected by the nurse, and parents contacted regarding injuries.

Sexual or psychological abuse: Teachers monitor their students daily and may observe indications that the student is being abused in ways that are not visible.

Neglect: Should teachers notice a pattern of a student coming to school hungry or without a lunch, dirty, extremely tired, or other signs of neglect, the following steps will be taken:

In all cases, whether action is taken by the Kuwait governmental agencies or not, the students will be supported to the best extent by MSK. Parents will be referred to agencies and organizations for further support and information, such as parenting classes or behavioral programs.

Procedures for Allegations Made Against Staff or Administration

Allegations Made Against a Staff Member

Allegations of abuse by MSK staff members may be made by students, or parents.

By students: Students who claim abuse from an MSK staff member may share their concerns with another trusted staff member at school. In this case, the trusted staff member should complete the Documentation of Disclosure of Abuse form, then give the student the option of sharing the information with the principal, or alternately the staff member shares the information themselves. This information is confidential, and the MSK staff member is not to share it with anyone other than the principal.

By parents: If a parent of a student who has claimed they experienced abuse from an MSK staff member, the parents may either call the school principal or arrange for a meeting with the principal.

In all cases, the following procedure will be followed:

1. The school principal will investigate the claim confidentially.
2. The principal and the staff member's supervisor will meet with the staff member.
3. The principal will also meet with the student(s) and other possible witnesses, as the case requires.
4. In the investigation, the names of students will not be made public and no academic or social consequences will result to students from the investigation.

After an initial inquiry involving the staff member and students affected, the principal may choose from the following options:

1. The staff member will be cleared of all suspicion. In this case, the parents and student will be notified that the case has been investigated and found no merit.
2. The staff member will be placed on administrative leave, pending further investigation.
 - a. If the internal investigation is not able to provide answers to the administrators' questions, the National Child Protection Programme hotline (147) may be called by the principal.
 - b. A list of outside counseling service providers will be given to the parents of all students affected.
 - c. A list of outside counseling service providers will be given to the staff member.
 - d. The General Manager will be informed by the principal. They will contact the Ministry of Education and proceed according to Kuwaiti law.

Accusation against a member of the administration team other than the principal:

Students or parents may accuse a member of the administrative team of one or more types of abuse. This report should be directed to the principal.

In either case, the following procedure will be followed:

1. The parent who has learned of the accusation will share with the principal.
2. The school principal will investigate the claim confidentially. The principal will meet with the administrator, the student(s), and other possible witnesses, as the case requires.
3. In the investigation, the name of the student will not be made public and no academic or social consequences will result to the student from the investigation.

After an initial inquiry involving the administrator and students affected, the principal may choose from the following options:

1. The administrator will be cleared of all suspicion. In this case, the parents and student will be notified that the case has been investigated and found no merit.
2. The administrator will be placed on administrative leave, pending further investigation.
 - a. If the internal investigation is not able to provide answers to the principal's questions, the National Child Protection Programme hotline (147) may be called by the principal.
 - b. A list of outside counseling service providers will be given to the parents of all students affected.
 - c. A list of outside counseling service providers will be given to the administrator.
 - d. The General Manager will be informed by the principal. They will contact the Ministry of Education and proceed according to Kuwaiti law.

Accusation Against the Principal:

Students or parents may accuse the principal of one or more types of abuse. This report should be directed to the General Manager.

In either case, the following procedure will be followed:

1. The parent who has learned of the accusation will share with the General Manager.

2. The General Manager will investigate the claim confidentially. The General Manager will meet with the administrator, the student(s), and other possible witnesses, as the case requires.
3. In the investigation, the name of the student will not be made public and no academic or social consequences will result to the student from the investigation.

After an initial inquiry involving the General Manager and students affected, the General Manager may choose from the following options:

1. The principal will be cleared of all suspicion. In this case, the parents and student will be notified that the case has been investigated and found no merit.
2. The principal will be placed on administrative leave, pending further investigation.
 - a. If the internal investigation is not able to provide answers to the General Manager's questions, the National Child Protection Programme hotline (147) may be called by the General Manager.
 - b. A list of outside counseling service providers will be given to the parents of all students affected.
 - c. A list of outside counseling service providers will be given to the principal.
 - d. The General Manager will contact the Ministry of Education and proceed according to Kuwaiti law.

Further Action and Kuwaiti Administrative Services

In the event that the school feels that further action must be taken the following service are available:

Suspected Child Abuse and Neglect Team Hotlines (SCAN)

Areas:

- Al –Sabah 98010172
- Hawalli 98010173 (school area)
- Al-Ahmadi 98010174
- Al-Asema 98010175
- Al-Farwanya 98010176
- Al-Jahra 98010177

Further advice may be available by contacting the following:

Public Administration Criminal Investigation.....	256 321 41 (but contact SCAN first)
Kuwait National Child Protection Programme.....	147
Social Police Department.....	94000435 / 94000463

School Communication and Relationships

- MSK child protection policy manual, Child Protection Policy Parent Guide and procedures are clearly available on school website.