



Embassy International School, ul. Edmunda Biernackiego 10, 30-043 Kraków, Poland
phone: +48 786 947 320, email: office@embassyschool.pl, www.embassyschool.pl

Child Protection Policy

Embassy International School takes the issue of child protection very seriously. We support the values statements contained within the United Nation Convention on the Rights of the Child:

- non-discrimination,
- devotion to the best interests of the child,
- the right to life, survival and development,
- and respect for the views of the child.

The Convention asserts 12 basic rights. School is directly involved with the promoting the right of every child:

- to be raised well and become contributing members of society,
- to education,
- to play and enjoy their youth,
- to be protected from danger,
- to live in a productive environment,
- to good governance,
- to freedom and peace.

The remaining rights lie beyond the field of immediate influence of school.

All staff, teaching and non-teaching, are implored by school to promote and support these values and rights and to contribute to maintaining an environment and community culture that promotes the spirit of the convention.

Staff also have a right to work secure in the sense that they will not be exposed to unreasonable risk of spurious accusations. Training and proper investigation procedures serve to protect staff against false accusations, as do the closed-circuit cameras located in many locations around school. Teachers should as far as reasonable avoid being alone with children and if they are alone the door should be open. There are circumstances where one-to-one closed-door meetings are necessary - these should be kept to an absolute minimum.

The school includes topics supporting child protection in scholastic and pastoral programmes for pupils. The school psychologist also has meetings in class and in small groups to further reinforce the programme promoting physical, mental and emotional safety and healthy relationships.

School programmes and their delivery are subject to a regular review with the senior leadership team and the secondary form tutor programme leader.

A weekly meeting is held between the Heads of School and School Psychologist to update and monitor mental health and child protection across the entire school and instigate actions to positively promote mental health and wellbeing.

A member of the senior leadership team is always present on any residential trips. Teachers are reminded of their rights and obligations prior to every trip, and there is a strict set of procedures for review of educational rationale, health and safety, safeguarding and risk assessment to be completed prior to any trips. There is always a staff member of the same gender as trip participants.

The school actively works with the local police department, US RSO and other international schools, to build a local network of safeguarding support and sharing of best practice and information.

Disclosures and the Safeguarding Officer

The Safeguarding Officer is Małgorzata Przybyszewska. Matters of concern, known as 'disclosures', should be reported immediately to the Safeguarding Officer.

All staff members at The Embassy International School are required to be vigilant and aware and report concerns they have to the Safeguarding Officer.

Child abuse takes many forms: physical, sexual, emotional (including online issues), neglect. Abuse can be recognised through both behavioural and physical indicators. If a child confides in a staff member that there is abuse happening, the following steps will be taken:

A discussion will take place in a quiet and private place where there will be no interruption, if possible. The child will say what they have to say at their own pace, with the listener only asking questions in order to clarify.

Under no circumstances will the listener promise not to tell anyone.

The listener will assure the child that they will do everything they can to help and explain the next steps in a way the child can understand.

If any emergency services need to be called they will be called immediately.

The listener will make a written report, dated and signed, confirming the discussion that took place and submit it to the Safeguarding Officer.

The Safeguarding Officer will be informed immediately and they will take further steps as necessary. If for some reason the Safeguarding Officer cannot be informed, the Director of Administration will be informed immediately.

Safeguarding Officer's role

The Safeguarding Officer is obliged to maintain knowledge of appropriate areas of Polish law and procedures required by the local care system.

Upon disclosure being received the Safeguarding Officer will call a committee including the school psychologist, Section Coordinator and at least one the Head of School to discuss the evidence presented. The meeting will be minuted and signed by all present and the minutes stored in a locked file.

It may be that following this discussion the Safeguarding Officer will decide to contact the parents, although if there is any reason to suspect this might put the child at risk then the parents will not be contacted and alternative action may be taken.

Other possible outcomes of the Safeguarding Committee's meeting are a decision for no further action, for further observation, or referral to the local competent authority for further action. This referral will be made by the Safeguarding Officer.

The Safeguarding Officer will keep the informer advised on a need to know basis so that the child can continue to be supported.

All staff who have regular contact with children are required to complete a child protection course.

The Embassy International School has several other policies in place to help support a safe environment for children to develop and professionals to work.

Dr Lindsay Davidson, Head of School
Embassy International School
Revised August 2021
Next revision July 2022