

# CHILD PROTECTION POLICY

Protecting and Nurturing



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*Policy adapted from Shanghai American School Child Protection Policy*

THINKERS SOCIAL AGENTS COMMUNICATORS SELF-MANAGERS RESEARCHERS

# Preface

Mt Zaagkam School [MZS] in keeping with its core values and vision, has adopted a Child Protection Policy to guide our staff and families in matters related to the health, safety and care of children in attendance at our school. This policy is so important to MZS that we send the policy to all those associated with our school annually to remind our community about this critical issue.

The MZS Child Protection Policy is based on international law and on the United Nations Convention on the Rights of the Child of which Indonesia is a signatory. The two key articles we wish to draw your attention to are:

## **Article 19 - Protection from abuse and neglect**

The State shall protect the child from all forms of maltreatment by parents or others responsible for the care of the child and establish appropriate social programs for the prevention of abuse and the treatment of victims.

## **Article 34 - Sexual exploitation**

The State shall protect children from sexual exploitation and abuse, including prostitution and involvement in pornography.

By enrolling your child at MZS, you agree to work in partnership with the school and abide by the policies adopted by the MZS Board. All of us at MZS want you to know that we genuinely value our partnership with you in providing for the safety and care of your children. It is for this reason that MZS has endorsed a Child Protection Policy that defines the standards by which all MZS students should be treated with respect and dignity at all times.

## **The MZS Child Protection Policy**

As part of our overall educational programs and specific to our shared responsibility to educate children, to protect them, and to learn and grow in a safe environment, MZS will:

- Provide age appropriate lessons for all grade levels to help students understand personal safety, needs and rights.
- Provide parent materials and information sessions to help you better understand our programs and policy.
- Annually train faculty to recognize and report issues of abuse and neglect.

We will work together with you at home to ensure that our children are safe and are knowledgeable about their rights and responsibilities to themselves and to each other so that they can grow and learn free of fear in a safe and supportive environment. Parents are invited to contact the school counselor – Student Support teacher, Principal and Head of School regarding any specific questions you may have in regard to this policy and its implementation.

# Introduction

Child abuse and neglect are of growing concern in schools throughout the world. Child abuse and neglect are violations of a child's human rights and are obstacles to the child's education as well as their physical, emotional, and spiritual development.

Schools fill a special institutional role in society as protectors of children. Schools need to ensure that all children in their care are afforded a safe and secure environment in which to grow and develop. Educators, having the opportunity to observe and interact with children over time, are in a unique position to identify children who need help and protection. As such, educators have a professional and ethical obligation to identify children who are in need of help and protection and to take steps to ensure that the child and family avail themselves of the services needed to remedy any situation that constitutes child abuse or neglect.

All staff employed at Mount Zaagkam School (MZS) must report suspected incidences of child abuse or neglect whenever the staff member has reasonable cause to believe that a child has suffered or is at risk of suffering abuse or neglect. Reporting and follow up of all suspected incidences of child abuse or neglect will proceed in accordance with administrative regulations respective to this policy. Furthermore, cases of suspected child abuse or neglect may be reported to the appropriate employer, to the respective consulate in Indonesia, to the appropriate child protection agency in the home country, and/or to local authorities.

MZS endorses the Convention on the Rights of the Child, of which the host country, Indonesia, is a signatory and seeks to be a safe haven for students who may be experiencing abuse or neglect in any aspect of their lives. MZS will distribute this policy annually to all parents and applicants, will communicate this policy annually to students, will provide annual training for all staff, and will make every effort to implement hiring practices to ensure the safety of children. In the case of a staff member reported as an alleged offender, MZS will conduct a full investigation following a carefully designed course of due process.

## How is abuse and neglect defined?

Definitions of abuse are complex and based in various cultures of child-rearing behaviors, gender and role responsibilities and expectations. The primary determination of abuse is that it is dependent on some form of a relationship that is used to meet the need of the more powerful person, either a member of the family, a teacher, or a friend. Research guides much of the definitions that are based in understanding the impact of certain behaviors.

### **ABUSE** is:

- Inflicting physical injury on a child by other than accidental means, causing skin bruising, burns, disfigurement, impairment of physical or emotional health, or loss or impairment of any bodily function, death;
- Creating a substantial risk of physical harm to a child's bodily functioning;
- Committing acts that are cruel or inhumane regardless of observable injury. Such acts may include, but are not limited to, instances of extreme discipline demonstrating a disregard of a child's pain and/or mental suffering;
- Assaulting or criminally mistreating a child as defined by either the criminal code or school policy; and/or
- Engaging in actions or omissions resulting in injury to, or creating a substantial risk to the physical or mental health or development of a child;
- Failing to take reasonable steps to prevent the occurrence of any of the above.

**NEGLECT** is failure to provide for a child's basic needs within their own environment. Neglect may be:

- Physical (e.g., failure to provide necessary food or shelter, or lack of appropriate supervision—this would include failure to provide proper adult guardianship such as leaving children unsupervised at home for any extended period of time. Should parents/guardian leave the country for any reason then the responsibility for informing the school of all appropriate contact details lies with the parent or guardian; and/or
- Medical (e.g., failure to provide necessary medical or mental health treatment); and/or
- Emotional (e.g., a pattern of actions, such as: inattention to a child's emotional needs, failure to provide psychological care, or permitting the child to use alcohol or other drugs, specific examples may include verbal humiliation, refusing to acknowledge presence of child, invasion of privacy for no specific reason, violent threats, etc.).

**SEXUAL ABUSE** is committing or allowing to be committed any sexual offense against a child as defined in either the criminal code of Indonesia or school policy, or intentionally touching either directly or through clothing, the genitals, anus, or breasts of a child for other than hygiene or child care purposes.

Sexual abuse has some different characteristics of child abuse that warrant special attention.

While physical abuse is often the result of immediate stress and not usually planned, sexual abuse requires planning with results that are more insidious. The planning, referred to as **Grooming**, often results in victims accepting the blame, responsibility, guilt and shame for the sexual behavior of the offender. Sexual abuse requires far more secrecy than other forms of child abuse, so is more difficult to report.

Many victims, through the process of grooming, are taught that the sex is a form of love, so tend to love their offender and often present as happy and well-adjusted children with no negative symptoms because of their perception of being loved. Working with the sexual offender cannot be done by school counselors.

### **What happens when a teacher has reasonable cause to believe?**

These indicators of abuse and neglect will be used by the staff member as a guideline for reporting to the counselor, who will determine if the case needs further attention.

A report must be made when a staff member has reasonable cause to believe that a child has suffered abuse or neglect. All reports are confidential.

**POSSIBLE INDICATORS OF SEXUAL ABUSE**

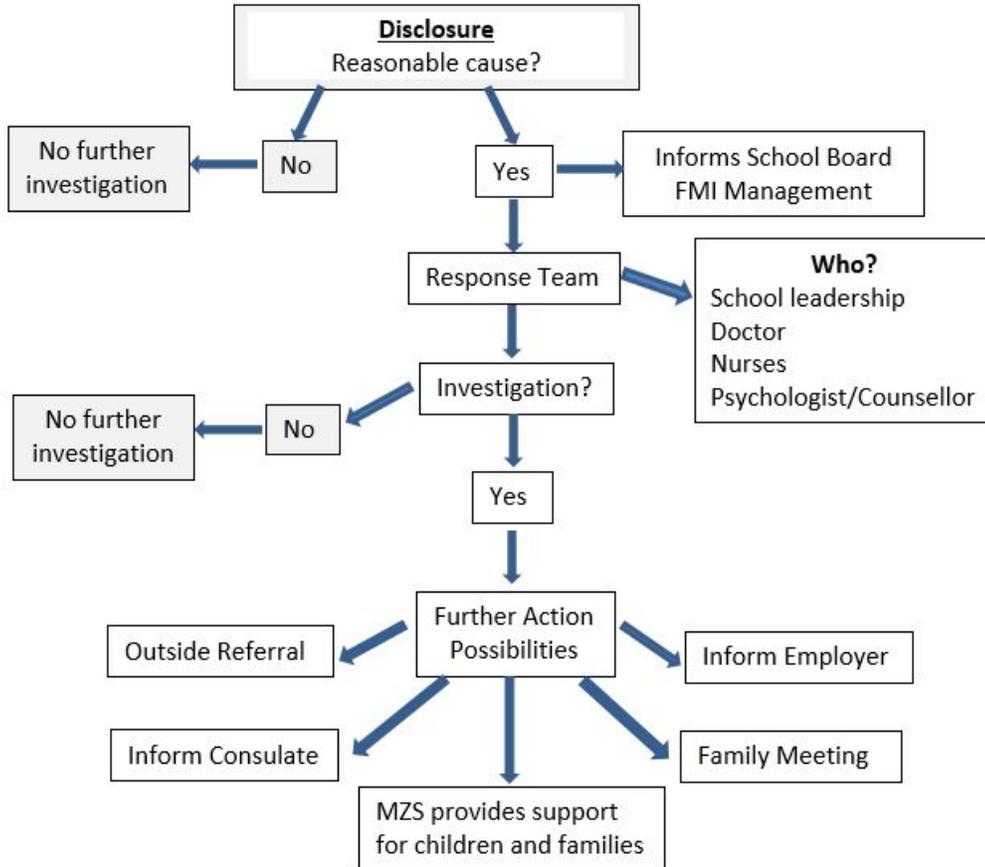
- Sexual knowledge, behavior, or use of language not appropriate to age level
- Unusual interpersonal relationship patterns
- Venereal disease in a child of any age
- Evidence of physical trauma or bleeding to the oral, genital, or anal areas
- Difficulty in walking or sitting
- Refusing to change into PE clothes, fear of bathrooms
- Child running away from home and not giving any specific complaint
- Not wanting to be alone with an individual
- Pregnancy, especially at a young age
- Extremely protective parenting

## What happens after suspected abuse or neglect is reported?

Where there is cause to suspect child abuse or neglect, it is the responsibility of the staff member to report their suspicions to the principal and Head of School. In all cases, the Head of School will be notified. It is the responsibility of the Head of School to inform the Chair of Board and Freeport McMoran Management of the suspected case of child abuse or neglect.

All staff, faculty and administrators are mandated to report incidences of abuse and neglect. All MZS employees are also required to report suspicion of abuse or neglect. All reports of abuse and neglect must be made within 48 hours for immediate response.

**Steps Followed After Disclosure**



# Procedures for reporting suspected cases of child abuse or neglect

## Step 1

When a child reports abuse or there is reasonable cause to believe that abuse is occurring, the teacher will seek advice from the Principal and/or Head of School. The Principal and Head of School will take initial steps to gather information regarding the reported incident and will form a school-based response team as needed to address the report. The response team will include the ISOS team (which may include doctor, nurse / psychologist and other individuals as the Head of School sees fit).

In all cases, follow up activities will be conducted in a manner that ensures that information is documented factually and that strict confidentiality is maintained.

The following procedure will be used:

1. Interview staff members as necessary and document information relative to the case.
2. Consult with school personnel to review the child's history in the school.
3. Report status of case to Chair of the Board.
4. Determine the course of follow-up actions.

## Step 2

Based on acquired information, a plan of action will be developed to assist the child and family.

Actions that **may** take place are:

- § Discussions between the child and counselor/psychologist in order to gain more information. Depending upon the age of the child, these discussions may include drawing pictures and playing with dolls to elicit more information as to what may have occurred.
- § In-class observations of the child by the teacher, counselor/psychologist, or administrator.
- § Meetings with the family to present the School's concerns.
- § Referral of the student and family to external professional counseling.
- § Consultation with the consulate of the country of the involved family.
- § Consultation with Freeport Human Resources and Freeport Legal.
- § Informal consultation with local authorities.

## Step 3:

Subsequent to a reported and/or substantiated case of child abuse or neglect:

- § The counselor will maintain contact with the child and family to provide support and guidance as appropriate.
- § The counselor will provide the child's teachers, the principal and Head of School with ongoing support.
- § The counselor will provide resource materials and strategies for teacher use.
- § The counselor will maintain contact with outside therapists to update the progress of the child in school.

All documentation of the investigation will be kept in the child's school confidential records file. Records sent to schools to which their student may transfer will be flagged to let the receiving school know there is a confidential file for the child. MZS will make every attempt to share this information to protect the child.

In the event that the abuse or neglect allegation involves a staff or faculty member of MZS, the divisional principal and the Head of School will follow company policy pursuant to ethical professional behavior and consult with FMI Human Resources

Most cases of suspected abuse or neglect will be handled by School Counselors and Student Services staff, such as those involving:

- Student relationships with peers
- Parenting skills related to disciplining children at home
- Student-parent relationships
- Mental health issues such as depression, low self-esteem, grieving.

Some cases will be referred to outside resources, for example:

- Mental health issues such as depression, psychosis, dissociation, suicide ideation.

Cases reported for investigation and outside resources:

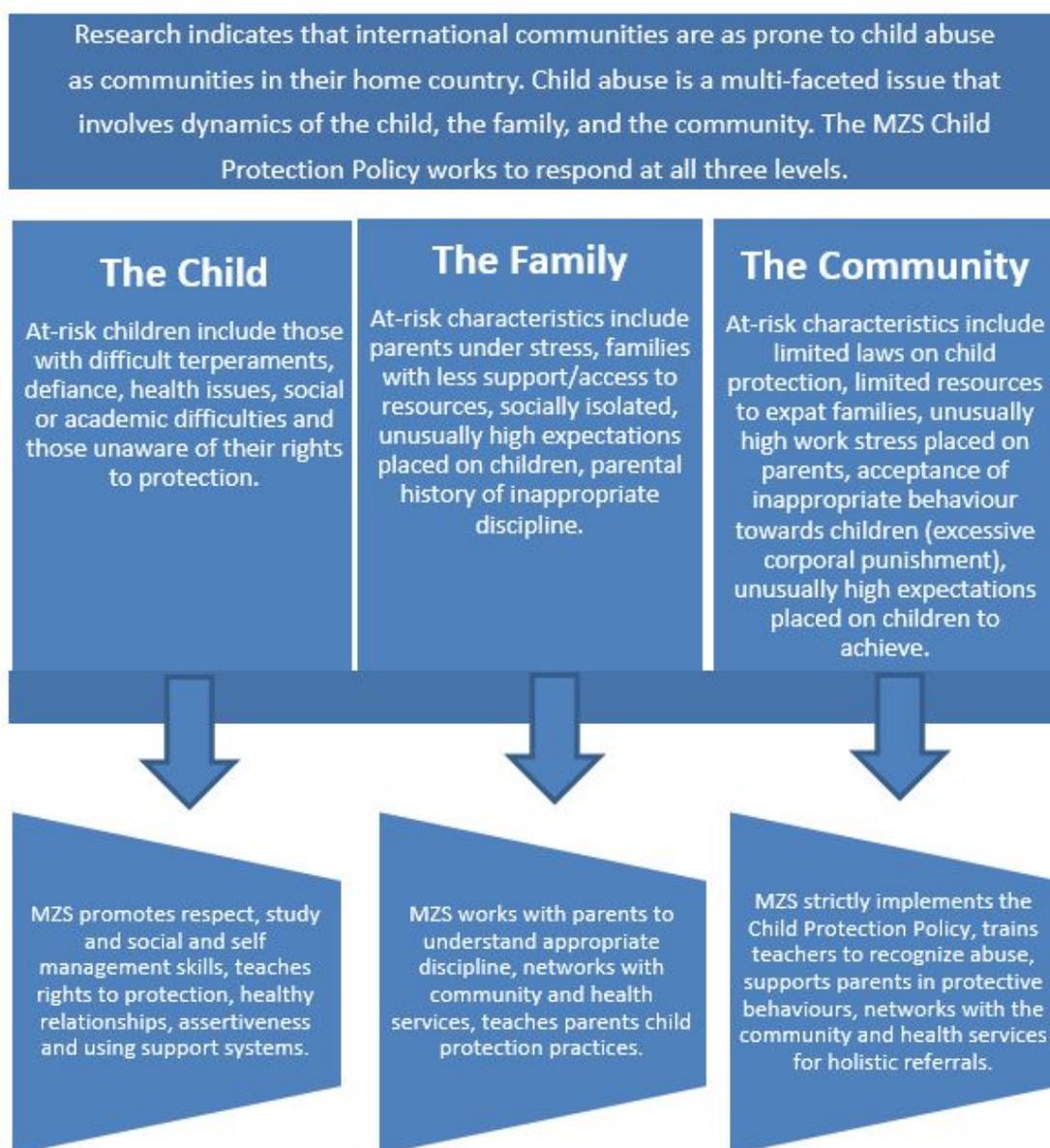
- Severe and ongoing physical abuse or neglect
- Sexual abuse and incest.

In extreme cases when families do not stop the abuse or concerns remain about the safety of the child, reports could be made to:

- The consulate
- The employer
- The home-of-record welfare office.

## How the Policy Works

The MZS Child Protection Policy works for the child, the family and the community



**Training**

MZS has a legal and moral duty to protect the rights of our students. The school is committed to ongoing staff training on policy and procedures each academic year so that all those working with children understand their responsibilities, and are familiar with expected MZS practice.

All faculty, support staff, parent volunteers and service contractors are expected to complete the [NSPCC Online Child Protection](#) course provided by the school every two years.

**Recruitment**

The recruitment of MZS Faculty is a layered approach which scrutinizes past employment, demands enhanced police checks, verbal reference checks and explicit research on child protection matters.

All faculty including bus drivers, cleaners, chaperones and contracted staff will be screened.

**Code of Conduct and Collective Commitments**

MZS Faculty have a set of collective commitments among which is a focus on ensuring a safe, caring and nurturing school. These collective commitments inclusive of an agreement on the MZS Child Protection Policy are signed annually.

Reviewed August 2018

