

Lanna Child Protection/Safeguarding Handbook



School Vision:

We aim to provide academic excellence within a caring community.

School Mission:

We follow a broad British curriculum and seek to enable our students to achieve their full potential and become creative, responsible and successful citizens.

Lanna International School, in line with its core values, places the welfare, well-being, health, protection and safety of children as of primary importance.

Statement of Intent

The health, safety and well-being of all our students is of paramount importance to every adult who works at Lanna. Lanna International School is a learning environment; learning takes place best in an environment where children feel safe, supported and secure. All adults at Lanna strive to create this atmosphere by:

- treating children with respect and dignity
- maintaining a stable, consistent and predictable environment
- enforcing rules, boundaries and regulations consistently and fairly
- intervening if we believe a child is being abused or in danger of abuse

Further to this, Lanna endorses the United Nations Convention of the Rights of the Child laid out in 1989, which Thailand signed up to in 1994 This makes clear a range of basic needs that every child has a right to. These include:

- a right to a family life
- a right to privacy
- a right to some form of help or support if something bad has happened to them
- a right to be involved in decisions about what happens to them
- a right to be protected from all forms of abuse

This means that at Lanna School we do not:

- hit or strike children as a form of punishment (or believe that anybody else should do so)
- act in a way that is cruel or humiliating towards children
- ridicule and demean children

What Is Child Abuse?

The World Health Organisation defines child abuse as:

“All forms of physical and/or emotional ill treatment such as sexual abuse, neglect, negligent treatment or exploitation that results in actual or potential harm to a child’s health, survival, development or dignity...”

Child abuse can be divided into 4 categories:

Sexual Abuse:

- Rape and sexual touching by an adult
- Making children have sex with adults
- Forcing children to watch sexual acts
- Making children have sex or touch each other sexually

Physical Abuse:

- Hitting children
- Inflicting pain and injury
- Poisoning: this also includes using drugs or alcohol

- Holding down, tying up or restricting a child's movement by violent force

Emotional Abuse:

- Cruel behaviour towards children that results in psychological fear
- Punishments that make children feel worthless, demeaned and humiliated such as: being publicly ridiculed or deprived of food.
- Any punishments or behaviour that infringe upon the Rights of Children Convention 1989.

Neglect:

This is the hardest area of abuse to define. The United Nations define it as "children who are living without reasonable" adult care. This is further qualified as "living without adequate food, shelter or care".

Neglect often makes children more vulnerable to other forms of abuse.

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The Three Main elements to our Child Protection/Safeguarding Policies/Procedures are:

1. **PREVENTION:** a safe school environment, with careful and vigilant teaching, accessible pastoral/support care, appropriate support to students, good adult role models.
2. **PROTECTION:** agreed procedures are followed; staff are updated/supported to respond appropriately and sensitively to any child protection/safeguarding issues.
3. **SUPPORT:** counselling and guidance are available to students who may be at risk whenever that support is seen as beneficial to the student.

1. PREVENTION

Recruitment:

Before any professional staff member is employed by Lanna the following will take place:

- Professional staff are interviewed and are given any opportunity to disclose any information that would give concern, if they were to work at Lanna
- Up to date police records from the country of origin and previous country of employment should be received
- Referees are asked if there were any concerns of of a safety nature with children
- The Teacher Handbook provides guidelines regarding appropriate behaviour around children and how to report abuse

Training:

Lanna is committed to providing relevant training to all professional staff to ensure its students are safe/protected.

Commitment to Protection/safeguarding:

Lanna is committed to safeguarding the welfare of our students and accordingly promotes the right of a child to be listened to and taken seriously thereby enabling each child to express his/her thoughts, views and concerns.

2. PROTECTION

All Lanna teachers are in the unique situation to identify students who need help and protection and are thus obliged to identify and report to a member of the Lanna Child Safety and Protection any student who they feel needs this help and protection. He/she will then take the appropriate action. Teachers should not assume that somebody else will report any concerns for them. All reports of suspected or actual abuse are taken seriously and investigated.

Codes of Conduct

All Lanna International School staff are expected to sign a Code of Conduct. The purpose of this Code of Conduct is to protect members of staff as much as it is to protect our students. Codes of Conduct are for:

1. Teachers, Substitute Teachers and Volunteer Teachers
2. Non-Teaching Administrative Staff
3. Ancillary Staff
4. Visitors
5. Bus Drivers
6. Parents and Students

Teachers' Code of Conduct

This relates to the professional behaviour and responsibilities in all areas where there are teacher –student interactions:

1. Professional boundaries
2. One to one situations
3. Comments and discussions with/about students
4. Out of school activities
5. Physical contact
6. Personal letters/communications with students

Visitors Code of Conduct:

Visitors should always recognise that teachers have a special duty of care and thus should be respectful of a teacher's responsibilities.

Infatuations and crushes:

There are occasions when a student may become infatuated with a member of staff. Any such situation should be handled professionally and with sensitivity. Members of staff

should avoid encouraging infatuation or making jokes about it. In all such situations advice from a senior colleague should be sought.

Handling Allegations

It is a requirement for **all** Lanna School adults to report any child abuse concerns. Please do not assume that somebody else will report it for you. Adults often have suspicions that children are being mistreated or abused but fail to do anything as they feel it is none of their business, or that it will cause a fuss or that they are wrong.

What should you do if you suspect a child is being mistreated or abused?

Adults often have suspicions that children are being mistreated or abused but don't do anything as they feel it's none of their business, or it will cause a fuss or that they are wrong. It is a requirement for all Lanna School adults to report any child abuse concerns. Please do not assume that somebody else will report it for you.

This is what you should do:

1. talk to your named staff member* who has responsibility for child safety and protection, either by phone, in person or email.

OR

2. write down your concerns (include names, dates, places and as much detail as you can) or use a reporting form located in the staff room, put your name and date on it and pass it to your named staff member.

OR

3. email your concerns to childsafety@lannaist.ac.th

All reports of suspected or actual abuse will be investigated and taken seriously and it may be necessary to talk to you further about your concerns.

*Members of the Child Safety and Protection Team are: School Director; School Head; Secondary Principal; Head of Sixth Form; Primary School Counsellor; Primary Principal; Learning Support Coordinator; Early Years Principal.

Early Years reporting: Staff and adults working as part of Early Years should report all concerns to the Early Years Principal.

Primary School reporting: Staff and adults working as part of the Primary School should report all concerns to the Primary Principal, Counsellor, or Learning Support Coordinator.

Secondary School reporting: Staff and adults working as part of the Secondary School should report all concerns to the Secondary Principal or Head of Sixth Form.

In the event that a named staff member for Child Safety and Protection is absent or unavailable, concerns can be taken to any other School Principal, or directly to the Head of Sixth Form/ Head Teacher/ School Director. (There will also be an allocated Executive Board member although they may not be referred to directly).

The role of School Counsellor and Senior Management:

All Child Safety and Protection concerns are passed onto the Head of Sixth Form who records and coordinates all responses to all cases of reported abuse and mistreatment.

All cases of reported abuse are also made known to the School Head and School Director.

All onward referrals to local agencies, including Law Enforcement, Social Services and Consulate Services are made by the School Director/ School Head.

The Person/s Accused:

The person/s accused of abusive behaviour is innocent until the final outcome of the enquiry where they will be found guilty or innocent. During this time they have the right to know and understand the process of enquiry. It is the duty of the school to keep them informed about the steps that are being taken to investigate the claims made against them.

It may be appropriate to offer emotional support through the school counselling service to the person accused or their immediate family. This will be at the discretion of the Head of School and is dependent on the strength and severity of the case.

The Victim of Abuse:

The victim of any abuse has the full support of the school pastoral, medical and emotional support services. This can include emotional counselling support from the school counselling service (see separate policies that govern emotional support service of Lanna International School), medical attention from the school medical officer and support and pastoral care from the Head of School.

In cases where outside medical attention is needed this is covered by the individual student's medical insurance as arranged for all students at the beginning of the academic year. In emergency cases within school hours that require medical attention by outside agencies this is arranged where possible with parents or carers. In cases where the parents or carers are also the accused person/s or they are unavailable the school shall recognise its duty of care and ensure that the child receives appropriate medical attention.

In some cases it will be important to involve the help of outside specialist agencies such as local social services, local consulates and other Child Protection agencies.

All Others Affected:

All staff and students within Lanna that have been adversely affected by allegations of abuse will have the support of the Lanna counselling service. In extreme circumstances where this service is overburdened the school shall seek the support of other local counselling staff and support networks. This may include the Chiang Mai Counsellors' Forum and the National Counsellors' Network of Thailand; both contacts are available on the main Onward Referral list held by the School Counsellor.

All reports and other actions are kept confidential.

Communication with parents:

Lanna is committed to working in partnership with parents and guardians in almost every situation it will be appropriate to discuss initial concerns with them.

That said there are some occasions when this may not take place:

- if this places the student or an adult in further risk of harm
- if this prejudices the prevention, detection or prosecution of a serious crime
- if this leads to unjustified delay in making enquiries about allegations.

Responsibility of the School:

Lanna International School will take appropriate action to protect the student in question from further harm (and others in the School) during and following an incident or allegation.

Lanna International School shall not hold responsible or fault any school employee making a report of a violation of the Child Protection Protocol that is later deemed to be false, in accordance with Article 29 of the Thailand Child Protection Act of 2003, unless it is demonstrated that the person reported wilfully and intentionally falsified a report.

3. SUPPORT

Students who have suffered abuse have the full support of the school support services.

This can include, but is not limited to; counselling and medical support, teacher mentor support and homeroom teacher support. This support extends to all those affected by the incident or allegations of the incident.

In cases where the needs of the student exceed school support provision every effort will be made to arrange onward referrals, where appropriate, with the collaboration of parents/ guardians.

In some cases it may be appropriate to liaise with support services such as Social Services, Law Enforcement, consulates and embassies, Chiang Mai Counsellors Forum, The National Counsellors Network of Thailand and independent specialist child protection agencies.

All documentation of any investigation is confidential and will be kept in a locked file. Only designated members of the Child Safety and Protection Team have access to confidential school records.