



CHILD SAFETY AND PROTECTION POLICY

RATIONALE

- To ensure impeccable standards for child safety and protection at Silver Fern International School.
- To provide prompt and sufficient assistance to every child in need of care and attention.
- To define protocols and ensure clarity of the roles and responsibilities of every staff member.

This document outlining the safety and protection of children applies to every adult who is a staff or volunteer of the school.

AIM

Silver Fern International School's Child Safety and Protection policy align with the UNCRC, 1989, of which Thailand is a signatory. A child who feels safe and free in a learning environment makes for a successful learner. So this policy aims to provide an environment that ensures love, safety, and understanding, for every child to learn and grow.

SCOPE

This document applies to every member of the Silver Fern International School community - student, staff, parents/guardians, and visitors. Staff will also be held accountable for surveilling visitors to ensure the following of the safety protocols and policy.

PROCEDURES

In keeping with our vision, mission, and values, Silver Fern International School follows procedures to demonstrate the best and ever-evolving practices to ensure the safety of every child.

General:

- Every adult working in or on behalf of the school as a staff, volunteer, or service provider, is allowed to interact and work with children only after thorough background checks that ascertain that they are of sound moral character.
- Emergency contact information for every child is updated regularly to ensure effective communication during an emergency.
- Carers and service personnel are educated about special needs and requirements for children so that they can assist them effectively at all times.
- Every member of the school - student, staff, and volunteer is made aware of their rights to receive safety and protection. Immediate reporting of concerns is encouraged for effective implementation of the policy.
- Surveillance cameras are installed in and around the campus, except in private spaces (dressing rooms/washrooms), to regularly record activity.
- Children are not allowed to wander unsupervised outside the school building, around the campus, during class hours. During snack/lunch breaks and school events, teachers are stationed at various duty areas to prevent the occurrence of any confrontations that can adversely affect the child.
- Children who have contracted contagious diseases are not allowed onto school premises



until the end of their quarantine period and only after providing a letter of consent from their physician.

Grade-specific:

- Children up to grade PYP 6 are not allowed outside school premises without being accompanied by either their parent/guardian or their emergency contact.
- Children up to PYP 6 are not allowed to carry prescription medicines with them into class without a prior written request attested by the class teacher.
- Children from grade MYP 1 upwards are not allowed to leave school premises without prior written consent from their parent/guardian.

International-mindedness:

- Children must be encouraged to understand and respect global perspectives on topics of race, gender identity, religion, culture, to develop a positive and accommodative mindset.

Disaster management:

- Protocols are distributed to every staff and also made available at common locations at the off chance of a natural disaster affecting the school or any other untoward emergencies that may occur in the unforeseen future.
- First-aid kits, fire extinguishers, emergency showers, eyewash stations, etc. are checked at regular intervals to ensure optimum quality, function, and replenishment of resources.

ROLES & RESPONSIBILITIES

School leadership and management:

The Head of School and Thai Principal are responsible for implementing this policy within the school. In particular, they have to ensure efficiency in:

- monitoring the effectiveness of the safety policy and the safe working practices described within it, revising and amending related procedures regularly
- preparing an emergency evacuation procedure and arranging for periodic practice evacuation drills
- making arrangements for informing members of the school community about relevant safety procedures

Employees - Staff and volunteers:

- Every employee must co-operate with school leadership and management in meeting statutory, accreditation body, school health, and safety requirements.
- Every employee must ensure tools and equipment are in good condition and report defects to the Facilities Manager.
- Every employee must report potential hazards and accidents.
- Every class teacher updates a record on each child in their class regarding their outwards displays that may affect their physical or mental health. Class teachers also record observations from other subject teachers and related staff regarding each child.
- The coordinator for every grade meets with the teachers to check the regular updating of records.
- In the event of school trips (local, national, and international), exchange programs, or



other instances that involve students leaving the school premises, the designated staff take complete responsibility to ensure the safety and protection of the children.

Students:

- Every student must make it their responsibility to report to the teachers about any untoward incidents involving other students or staff that may put theirs or their fellow mates' safety at stake.
- Every student must observe a dress code and also use protective clothing as required.
- Every student must observe all the school-safety rules, in particular the instructions from staff in the event of an emergency.
- Every student must not misuse or neglect equipment and procedures provided for safety purposes.

Parents/Guardians:

- Parents/guardians should co-operate with the school to ensure that policy implementation is effective.
- Parents/guardians should update the school on change of contact information and other important information related to the child's health (both physical and mental).
- Parents/guardians should regularly attend SLCs and discuss with the class teachers to remain updated about their child's progress.
- Parents/guardians should seek clarification on any statute unclear to them.

Visitors:

- Visitors and other users of the school premises, such as contractors and delivery personnel, are expected, as far as reasonably possible, to observe the safety rules.

GUIDELINES

- The Child Safety and Protection policy and procedures are available on request.
- School safety and protection objectives and goals are communicated regularly to all parents.
- Guidance and resources on student safety, physical and mental health issues are available from the class teachers, the principal, and the school's visiting psychologist at PTMs.

CHILD SAFETY AND PROTECTION TEAM

- Head of School: Mr. Rick Saint
- Deputy Head of School: Dr. Mario Muller
- Thai Principal: Mrs. Thongbai Sawatpon
- PYP Coordinator: Mr. Greg Slowinski
- First-aid provider: Dr. Ana Pablana

RESOURCES

1. UNHCR, Office of High Commissioner:

<https://www.ohchr.org/en/professionalinterest/pages/crc.aspx>

2. Child maltreatment factsheet: <https://www.who.int/en/news-room/factsheets/detail/child-maltreatment>



POLICY REVIEW

The Child Safety and Protection policy is a working document that will be updated annually. The Policy Review Committee is made up of the Head of School, Thai Principal, and the Primary Years Programme Coordinator (PYPC). The last Review is done in November 2022
Next Review in October 2023