



المدرسة الفلبينية
THE PHILIPPINE SCHOOL
"LEADER IN ACADEMIC EXCELLENCE AND VALUES FORMATION"

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THE PHILIPPINE SCHOOL ABU DHABI

STUDENT PROTECTION POLICY

ACADEMIC YEAR 2026-2027

(Transform. Progress. Succeed)





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Policy Statement

The Philippine School Abu Dhabi (TPS) upholds its mission to nurture the whole child in a God-centered, safe, inclusive, and values-based environment. The school enforces zero tolerance for all forms of abuse, neglect, exploitation, and bullying, ensuring that every student is protected from harm while in the care and supervision of the institution.

This policy is guided by **UAE Federal Law No. (3) of 2016 (Wadeema's Law)**, ADEK Student Protection Policy 2025-2026, and relevant provisions of The Philippine Department of Education's Child Protection Policy and The Revised TPS Student Handbook 2026-2027.

Purpose

This policy aims to:

- Protect all TPS students from physical, emotional, psychological, and sexual harm, neglect, bullying, and exploitation.
- Establish a clear framework for prevention, reporting, and response to all forms of student maltreatment.



- Define the roles and responsibilities of all TPS stakeholders.
- Strengthen a culture of care, inclusivity, and accountability within the school community.

Scope

This policy applies to:

All TPS students, from Kindergarten to Senior High School, including:

- Students with Additional Learning Needs (ALN) who require differentiated support and individualized safeguarding measures.
- Gifted and Talented (G&T) students who must be equally protected from academic and emotional pressures, bias, or neglect.
- All teaching and non-teaching staff, volunteers, bus supervisors, and invited visitors.
 - All school-related activities—on and off campus, including field trips, transportation, and online learning environment.

Legal and Policy Foundations

This policy is anchored in:

- UAE Federal Law No. (3) of 2016 – **Child Rights (Wadeema's Law)**
- Federal Law No. (31) of 2021 – Crimes and Penalties Law
- ADEK Student Protection Policy (2025-2026)
- Executive Council Chairman Decision No. (26) of 2013 – Regulation of Private Schools in Abu Dhabi
- **The Philippine Department of Education's Child Protection Policy**
- The Revised TPS Student Handbook (2026-2027)
- TPS Behavior Management Policy and Code of Conduct

Definitions:

Student: Any person enrolled in TPS and below 18 years of age.

Maltreatment: Includes physical, emotional, or sexual abuse; neglect; exploitation; and bullying (including cyberbullying).

Safeguarding: Actions taken to protect students from risk and harm, ensuring their well-being and development.

Child Protection Coordinator (CPC): A designated, trained staff member who leads in the implementation of the policy.

Child Protection Team (CPT): A multidisciplinary group composed of the Guidance Counselor, Nurse, Social Worker, and selected academic heads assisting in reporting and case management.

Mandated Reporter: Any TPS staff member or adult with responsibility for student care who is legally obliged to report suspected or actual cases of abuse.

Principles



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- Best Interest of the Child: All decisions prioritize the student's safety and well-being.
- Zero Tolerance: TPS strictly prohibits all forms of abuse, exploitation, and neglect.
- Accountability: All staff are legally and ethically responsible for safeguarding students.
- Confidentiality: All case information is handled sensitively and shared only with authorized personnel.
- Inclusivity and Equity: All students—regardless of gender, nationality, ability, or religion—are entitled to equal protection.
- Empowerment: Students are taught self-protection, respect, and reporting mechanism

Types of Student Maltreatment

- Physical Abuse: Intentional physical harm such as hitting, slapping, or excessive discipline.
- Emotional/Psychological Abuse: Persistent verbal humiliation, threats, rejection, or intimidation.
- Sexual Abuse or Exploitation: Any sexual activity involving a student, including online grooming.
- Neglect: Failure to meet a child's basic needs (safety, supervision, nutrition, medical care).
- Bullying/Cyberbullying: Repeated harmful acts (verbal, social, or digital) that cause emotional or physical distress.
- Exploitation: Using a student for another person's personal, financial, or political

Roles and Responsibilities

A. Principal

- Acts as the legal guardian of all students while under school supervision.
- Ensures full compliance with ADEK's and TPS's Student Protection Policies.
- Appoints and supports the CPC and the Child Protection Team.
- Ensures immediate reporting and coordination with ADEK Child Protection Unit (CPU) and Family Care Authority (FCA) for all confirmed or suspected cases.
- Conducts annual orientation for parents and staff on the policy.
- Enforces disciplinary actions against staff or students violating this policy.

B. Child Protection Coordinator (CPC)

- Serves as the lead contact for all student protection concerns.
- Receives, records, and reports suspected cases within 24 hours via ADEK's Safety Concern Portal.
- Coordinates with ADEK CPU, FCA, and the Principal during investigations.
- Ensures that the student receives counseling and continuous support.
- Leads internal awareness campaigns and staff training on safeguarding.

C. Child Protection Team (CPT)



- Supports the CPC in documentation, intervention, and follow-up actions.
- Conducts school-based assessments and recommends support plans.
- Participates in risk management and annual review of this policy.

D. Faculty and Staff

- Serve as mandated reporters of all suspected student maltreatment.
- Attend safeguarding and student protection training annually.
- Maintain professional boundaries and adhere to TPS's Code of Conduct.
- Ensure appropriate supervision during all academic and co-curricular activities.

E. Parents and Guardians

- Cooperate with the school in maintaining a safe and respectful environment.
- Attend student protection orientations and conferences.
- Report concerns related to their child's safety or behavior.
- Support school efforts in promoting digital safety and responsible online behavior.

F. Students

- Respect others' rights and report any form of maltreatment or bullying to a trusted adult.
- Participate in awareness programs promoting empathy, inclusivity, and self-protection.
- Commit to the TPS Core Values: Respect, Self-Discipline, Nationalism, and Recognition of Diversity.

PROCEDURES FOR REPORTING AND RESPONSE

Step 1 – IDENTIFICATION

See or suspect maltreatment?

→ Inform the Class Adviser or Child Protection Coordinator (CPC) immediately.
(Anyone — student, staff, or parent — can report.)

Step 2 – REPORTING

The CPC or CPO documents the concern using the ADEK Safety Concern Form and submits it within 24 hours through ADEK's official portal.

Step 3 – IMMEDIATE ACTION (If the student is in danger)

Call Authorities Immediately:

- Abu Dhabi Police: ☎ 999
- Family Care Authority (FCA): ☎ 800 444



- ADEK Child Protection Unit (CPU): ☎ 800 85

CPC or CPO and Principal coordinate emergency safety and student protection.

Step 4 – INVESTIGATION

ADEK CPU and FCA conduct a formal assessment in coordination with TPS leadership and the CPC.

Step 5 – SUPPORT & INTERVENTION

The student receives counseling, protection measures, and academic/emotional support. The alleged offender is temporarily suspended pending investigation.

Step 6 – CONFIDENTIALITY

All reports, interviews, and documents are kept confidential and accessed only by authorized personnel of the CPC, CPT, or ADEK CPU.

Preventive and Educational Measures

- Annual Student Protection Orientation for staff, parents, and students.
- Integration of Child Safety Education in Values Education and Homeroom classes.
- Regular training and workshops on anti-bullying, digital safety, and emotional well-being.
- Visible Safeguarding Corners in classrooms and bulletin boards.
- Inclusion programs ensuring that students with additional learning needs are equally protected and supported.

Acceptable Adult Conduct

- Always maintain professional boundaries with students.
- Avoid any form of favoritism, secrecy, or physical contact that may be misinterpreted.
- Never use degrading language, threats, or physical punishment.
- Report any inappropriate behavior by colleagues or volunteers.

Monitoring, Evaluation, and Review

- The CPC and CPT shall monitor the implementation of this policy quarterly.
- The Principal shall ensure that all staff compliance forms and training certificates are filed.
- This policy will be reviewed annually or as required by ADEK or TPS Management.

References:

Abu Dhabi Department of Education and Knowledge (ADEK), Student Protection Policy 2025-2026
Abu Dhabi Early Childhood Authority (ECA), Handling Student Maltreatment Concerns (2024)
TPS Student Handbook 2025-2026



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UAE Federal Law No.3 of 2016 (Wadeema's Law)
National Policy for the Prevention of Bullying in Educational Institutions (MoE)
Manual of Policies, Standards and Regulations for Philippine Schools Overseas (2015)

Prepared:

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Compliance Officer

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Prefect of Discipline

Noted:

Luzminda M. Divino
Vice Principal

Approved:

Jesus S. Ostos Jr.
Principal



Acknowledgement:

I acknowledge that I have **read, understood, and agreed to comply with the Student Protection Policy of The Philippine School Abu Dhabi (TPS)** and the responsibilities related to my role.

I understand my responsibility to **protect and promote the safety, dignity, and well-being of all students** and to report any student protection concerns through the proper school procedures.

I commit to following the policy, maintaining professional boundaries and confidentiality, and supporting a **safe, respectful, and inclusive school environment** for all students.

Name: _____
Position/Role: _____
Signature: _____
Date: _____

Disclaimer:

This policy document is subject to revision in accordance with updates from ADEK, UAE Federal Authorities, or The Philippine School Abu Dhabi Management. All staff and stakeholders are responsible for familiarizing themselves with any changes to ensure full compliance with current laws and child protection standards.