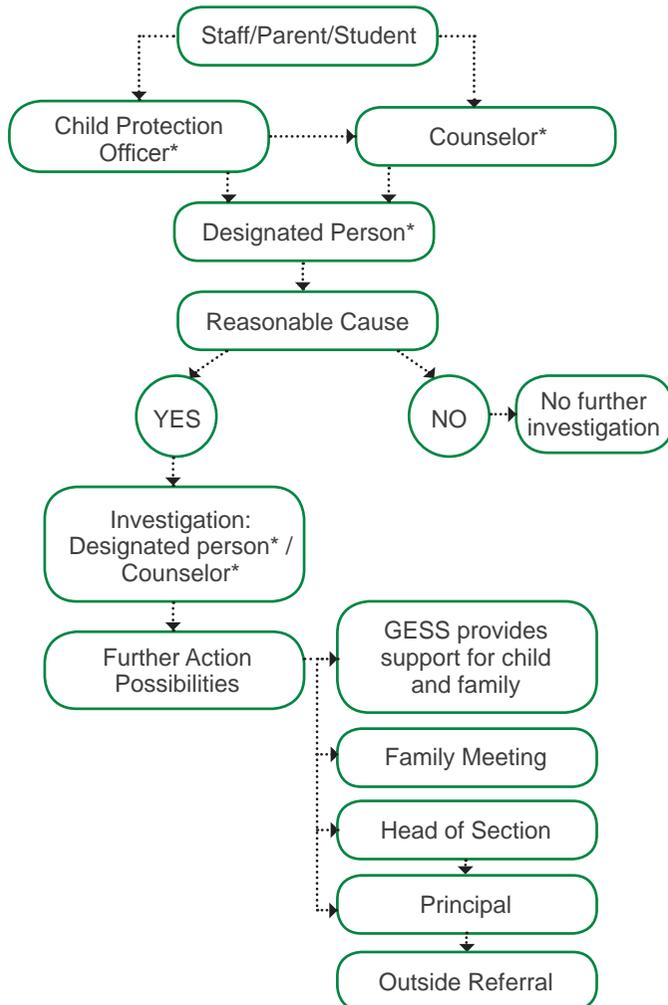


## What happens after suspected abuse or neglect is reported?

It is the responsibility of staff members to report his or her suspicions to the Counselor or their respective Child Protection Officer.

### Reporting Chain



\* GESS staff

## Reporting Procedures

### Step 1

When a child reports abuse or there is reasonable cause to believe that abuse is occurring, staff member will seek advice from the Counselor or Child Protection Officer. The Counselor, in consultation with the Designated Person, will take initial steps to gather information regarding the reported incident. 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:

- Interview the staff members as necessary and document information relative to the case.
- Report status of case and determine the course of follow-up actions with Designated Person

### Step 2

Based on the acquired information, a plan of action will be developed to assist the student and family. Actions that may take place are:

- Discussions between student and Counselor or in-class observations by Counselor to gather more information.
- Meetings with family, Counselor and Designated Person to present school's concerns.
- Informal consultation by Counselor with local authorities.
- In the event of suspected sexual abuse happening or if the child is unsafe or in imminent risk of harm, it is a requirement for the Designated Person to contact Child Protection Service (CPS) or the police.

### 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 resource materials or external resources for the family as needed.
- All documentation of the investigation will be stored in a "double locked" confidential file accessible to only the Counselor and Designated Person. Records may be kept until such time as the individual has reached 25 years of age.

## PREVENTION PROTECTION SUPPORT



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## Excerpts from Child Protection Policy (June 2015)

### Philosophy

Children have the right to feel safe, respected and secure. Children are able to grow and develop best in an environment that is free from danger, neglect and abuse. GESS is interested in the well-being of our students and wider community at all times and will take necessary measures to protect them from all forms of neglect and abuse, be it within or external to the school premises. Our school fully recognises the contribution it must make to prevent abuse of children and to support pupils in school.

### Principles

The German European School Singapore (GESS) is committed to promoting the health and welfare of its pupils. We believe that it is a vitally important part of our work, whether teaching or non-teaching, to identify, support, and protect the children in our care who are at risk from abuse in all its forms.

All staff employed at GESS will follow the procedures laid down by the School's Child Protection Policy.

This commitment means that the interests and welfare of children are our prime consideration when any decisions are made about suspected cases of abuse or neglect. The procedures outlined in this policy are in line with the Manual on Management of Child Abuse in Singapore (2008) produced by the Inter-Ministry Working Group comprising the Ministry of Community Development, Youth and Sports, Ministry of Health, Ministry of Home Affairs and the Ministry of Education of Singapore. The manual is based on current legislation – principally the Children and Young Persons Act. The school has a professional responsibility to comply with this.

## 3 main elements to our Child Protection



### Prevention

Fostering a positive school atmosphere, well-trained teachers, counselling and pastoral support to pupils.



### Protection

By following agreed procedures to ensure staff are trained and supported to respond appropriately and sensitively to Child Protection concerns.



### Support

To pupils, school staff, and children who may have been abused.

## What is Child Abuse?

Child abuse is the term used to describe different types of maltreatment inflicted on a child or young person that requires different and specialised responses. In its most serious forms, abuse can lead to death or long term harm to the physical or emotional well being of a child or young person.

### There are four main areas of Child Abuse:

#### 1. Neglect

When parents/guardians fail to meet the basic and essential needs of their children such as food, clothing and medical care or leaving small children alone unsupervised. The persistent or severe neglect of a child which results in serious impairment of the child's health or development.

#### 2. Physical Abuse

Physical injury to a child - reasonable suspicion that the injury was inflicted or knowingly not prevented. Any non-accidental injury where adults physically hurt, injure or kill a child.

#### 3. Sexual Abuse

When children and young persons are involved in sexual activities that they do not fully comprehend and which violate the social taboos of family roles.

It occurs when the older person uses his/her power over the child/ young person to involve the latter in a sexual activity.

#### 4. Psychological/Emotional Abuse

Persistent or severe emotional ill-treatment or rejection. This occurs where constant lack of love and affection, threats, verbal attacks, taunting, shouting, can lead to a child's loss of self-esteem.

### Type of Abuse Possible Indicators

Neglect	<ul style="list-style-type: none"><li>• Hunger</li><li>• Tiredness or listlessness</li><li>• Child dirty or unkempt</li><li>• Poor school attendance or often late for school</li></ul>
Physical	<ul style="list-style-type: none"><li>• Physical marks, bruising or inconsistent account of how injuries occurred</li><li>• Fear of going home or parents being contacted</li><li>• Fear of medical help</li></ul>
Sexual ( <i>many times there are no clear signs</i> )	<ul style="list-style-type: none"><li>• Sexually inappropriate behaviour for age</li><li>• Involuntary urination, soiling</li><li>• Reluctance to undress for PE</li><li>• Bruises, scratches in genital area</li></ul>
Psychological or Emotional	<ul style="list-style-type: none"><li>• Rocking, banging head, regression</li><li>• Self-harm, drug or solvent abuse</li><li>• Fear of parents being contacted</li><li>• Running away, compulsive stealing</li></ul>

