

# **Safeguarding & Child Protection Policy – Majengo Highland Pre and Primary School, Kisongo, Arusha, Tanzania**

**Date Drafted: 24.3.2025.**

**Date approved: 27.3.2025**

*This policy has been prepared in consultation with the school board of directors and the trustees of "Friends of Education Tanzania" (hereafter referred to as trustees), a UK charity which supports the school financially.*

Signed  (headteacher)

## **Mission Statement**

All children have the right to feel safe all of the time. All staff have a duty to provide a safe environment in which all children feel safe, secure, valued and respected.

## **Introduction:**

We understand that emotional and social development creates a foundation for academic learning. Majengo Highland Pre and Primary School is committed to safeguarding and promoting the welfare of all children who attend the school. We expect all staff (teachers, administrators, support staff, volunteers) to share this commitment in their attitudes and actions. We actively promote a culture in the school where children feel confident to approach adults if they are in difficulties, believing that they will be listened to and their concerns acted upon.

## **Aims of this policy**

1. We aim to protect our pupils from harm, maltreatment or exploitation. We ensure all children are safe, cared for, supported effectively and given appropriate guidance to live a healthy lifestyle. We encourage our students in their development and personal growth for an opportunity of a successful future.
2. Raise awareness of all staff of the need to safeguard children and of their responsibilities to identify and act upon possible cases or neglect or abuse.

## **Declaration**

The school staff, board of directors and trustees take seriously their responsibility to safeguard and promote the welfare of children. They will work together to ensure adequate arrangements are put in place at the school, to identify, assess and support children who are suffering harm, are at risk of harm or have additional needs that must be met for them to feel safe at school. Staff will not use physical punishment, or threat of physical punishment under any circumstances.

## **Awareness of Harm**

Harm is caused by accidents, deliberate abuse (physical, emotional, financial), neglect, or factors such as bullying, prejudicial attitudes or a failure to enable a person to participate in activities that are open to most of their peers.

## **Safeguarding and Child Protection**

Safeguarding and Child Protection is defined, for the purpose of this policy, as:

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children, while on the school premises, are always provided with safe and effective care.

- Take action when necessary if neglect or maltreatment of a child is suspected.

### **Safeguarding Officer (S.O.)**

The S.O. for Majengo Highland School is Simon Shalua. Any concerns regarding **safety or wellbeing of students** are to be reported in the first instance to the S.O. The name of the S.O. is clearly posted in the staff room along with instructions for the reporting of a case of suspected abuse.

Any concerns or complaints regarding the behaviour of **staff or volunteers** are to be reported to Mr Moses Majengo, or to Mr Matthew Dillingham (0652 484163)

### S.O. Responsibilities:

- Keeping written records of concerns about a child even if there is no need to make an immediate referral.
- Ensuring all such records are confidential and not available to staff (other than the headteacher and S.O.) or pupils.
- Organising safeguarding and child protection training for all school staff.
- Providing, with the headteacher, an annual report at the end of each calendar year, for the Board of directors, detailing the number and type of cases that have been recorded in the previous year.

### **Procedure that all staff will follow upon disclosure of a safeguarding issue:**

Where there is any concern about harm to any individual:

- factual notes will be made as soon as possible after the incident/conversation outlining what happened and what action was taken or not taken;
- the concern will be shared with the S.O.
- all notes about the incident will be stored in a secure place;

### **Action plan to ensure Safeguarding and Child Protection Policy aims are successfully achieved.**

1. The S.O. and Headteacher will have undertaken relevant child protection training (updated every 2 years) by a qualified safeguarding trainer.
2. All teaching staff are required to have had training in safeguarding and child protection, which may be in the form of an official training course or in-school training by the S.O./headteacher. All staff will be required to have undergone this training within the past 2 years. The training will enable staff to know some signs and indicators of abuse and how to respond to disclosures of abuse. New staff will be given training within the first 2 weeks of working at the school.
3. All incidents of harm to anyone at Majengo Highland School will be followed by an appropriate response, to safeguard the individuals and to reduce risk of future harm.
4. To implement a system whereby children who are thought to be at risk of harm are monitored and an assessment of their need is regularly made/updated to ensure appropriate support is given.
5. To emphasise the need for good levels of communication between all members of staff to ensure that children are kept safe. Opportunities will be provided for staff to discuss safeguarding and ask questions in order to have a full understanding of their responsibilities.
6. To ensure all staff understand the procedure to be followed in cases of suspected abuse. They know who the designated member of staff (S.O.) is that must be informed of any such cases. In all



cases of suspected abuse, Mr Shalua will inform the headteacher, Mr Moses Majengo. Mr Shalua and Mr Majengo will create an action-plan which will be implemented within 24 hours in accordance with the training that both have undertaken.

7. To ensure that all adults who have regular access to children at the school have been checked as to their suitability. The school will conduct a DBS (or equivalent) check on any overseas volunteers, before they are invited to start working. Any visitors to the school, who have access to the children but have not undergone checks for their suitability, must be accompanied at all times by a member of staff.

8. Parents are made aware of the policy and it is published on the school website.

7: Upon completion of Safeguarding training, a document summarising the main teaching points will be created by the S.O./headteacher. This will be available to all staff to read at any time. All staff as well as volunteers/visitors who are spending time with children at the school are required to read this document and sign a declaration that they have understood and will comply with the Safeguarding and Child Protection Policy, before starting to work.