Safeguarding Policy

2026-2027

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Wellington College Independent School Jakarta is steadfast in its commitment to safeguarding and promoting the welfare of every child in our care. We believe that each child has the right to feel safe, to be treated with dignity, and to learn within a secure and nurturing environment. Safeguarding is not a separate strand of our work but underpins every aspect of school life.

1. Rationale

At Wellington College Independent School Jakarta, safeguarding lies at the heart of our community. Guided by the Wellington Values and Identity, we seek to nurture pupils who are respectful, confident, and well-rounded–young people equipped to make safe and responsible choices both within and beyond school.

Through our Wellbeing curriculum and wider provision, pupils are encouraged to develop independence and the knowledge to protect themselves. While no policy can remove every risk, we believe that all members of our community share a duty to remain vigilant, to recognise when a child may be vulnerable, and to take timely action to reduce harm.

Our approach draws on both Indonesian child protection legislation and international best practice, including *Keeping Children Safe in Education* (2025). This dual alignment ensures we meet local requirements while maintaining the highest standards of safeguarding.

This policy sets out the safeguarding responsibilities of the School and applies wherever staff and pupils interact–on campus, during educational visits, and in online settings. It is published on the School website and is available in alternative formats upon request.

2. Aim

The aims of this policy are to:
- Provide a safe, supportive environment in which pupils can flourish.
- Ensure robust systems are in place to identify concerns and respond swiftly and appropriately.
- Enable all staff and adults connected with the School to understand their safeguarding responsibilities.
- Set out clear procedures for managing and responding to safeguarding issues.
- Promote effective communication within the School and, where necessary, with external agencies.
- Equip pupils with the knowledge and confidence to protect themselves and to seek help when needed.

- Work in constructive partnership with parents, while recognising that referrals to external agencies may sometimes be required in the best interests of the child.
- Monitor and support pupils who may be identified as vulnerable or at risk.
- Review and strengthen safeguarding practice regularly, ensuring alignment with evolving best practice.

The welfare of each pupil is always paramount and remains the foremost consideration in every decision the School makes.

3. What is Safeguarding?

Safeguarding is about ensuring that all children are safe and well. It involves **protecting** them from maltreatment, **preventing** harm to their health or development, ensuring they grow up in safe circumstances, and **taking action** so they can achieve the best possible outcomes. It also includes offering **early support** when concerns first arise, whether at home, in school, or in online settings.

Child protection forms a core part of safeguarding. It focuses on protecting children who are experiencing, or are at risk of experiencing, harm as a result of **abuse or neglect.**

4. Our Guiding Principles:

- A child's **welfare is always paramount**.
- The **best interests of the child** are considered at all times.
- Every child should feel **safe, secure, and valued** at school.
- Every adult in the school community shares a **duty to protect children**.
- Concerns should be **identified early,** with support provided promptly.
- Effective protection of children relies on **partnership** with parents and other professionals.

5. Who is Responsible for Safeguarding?

Safeguarding is the shared responsibility of **all staff, governors, volunteers, contractors, and parents**.

- **Designated Safeguarding Lead (DSL):** Acts as the main point of contact for safeguarding concerns. The DSL leads responses, manages referrals, ensures staff receive appropriate training, and maintains confidential records.
- **Head of School:** Ensures safeguarding is embedded in daily practice, allocates resources effectively, oversees safer recruitment, and liaises with external authorities when staff allegations arise.
- **The Board:** Holds overall responsibility for compliance and pupil wellbeing. A nominated **Safeguarding Governor** reviews procedures annually and meets regularly with the DSL to discuss safeguarding matters.

6. What are the Types of Concerns and Abuse?

Staff receive training to recognise the signs of **abuse, neglect, and exploitation**, which may include:

- **Physical abuse:** Inflicting physical harm such as hitting, poisoning, burning, or suffocating.
- **Emotional abuse:** Persistent mistreatment that damages a child's emotional development, including silencing, imposing unrealistic expectations, or exposing them to abusive situations.
- **Sexual abuse:** Forcing or enticing children into sexual activity, whether or not physical contact is involved, including forms of online exploitation.
- **Neglect:** Ongoing failure to meet a child's basic needs–such as adequate food, safety, or medical care.
- **Child-on-child abuse:** Bullying, harassment, violence, hazing, or grooming, whether in person or online.
- **Exploitation:** Situations in which children are coerced or manipulated into sexual or criminal activity.
- **Child Sexual Exploitation (CSE):** Manipulation or coercion leading a child into sexual activity, which may sometimes appear to be consensual.
- **Child Criminal Exploitation (CCE):** Involvement in criminal activities, including "county lines" drug trafficking, where children are exploited for others' gain.
- **Online risk:** Exposure to harmful content, grooming, cyberbullying, sexting, or other unsafe behaviours online.
- **Radicalisation:** Being influenced or drawn into extremist ideologies.
- **FGM and Forced Marriage:** Harmful practices that are recognised as forms of child abuse.
- **Mental health concerns:** Difficulties that may indicate a child is experiencing abuse, neglect, or exploitation.

7. How to Report Concerns

If there are concerns about a child's welfare:

- **Inform the DSL or Deputy DSL immediately.** Do not attempt to investigate the matter yourself.
- If a child discloses abuse, **listen attentively without interruption**. Reassure them that their concerns will be taken seriously, and explain–gently–that the information must be shared with the DSL to help keep them safe.
- **Make a factual written record** at the earliest opportunity, noting the date, time, place, and what was said or observed. Submit this record through the School's safeguarding system.
- **Share information only on a strictly "need-to-know" basis**, to protect the child's welfare and privacy.

8. Parental Involvement and Information Sharing

Parents will usually be informed if safeguarding action is required.

- If informing parents could increase the risk to the child, the School will first seek advice from **social care services or the police**.
- **Parental consent** is required for referrals classified as *"Child in Need."*
- Consent is **not required** where there is immediate danger or a risk of significant harm.

9. Support for Children and Education

Children are given regular opportunities to be heard—whether through their teachers, counsellors, or the School's online reporting tools. They are supported through **pastoral care**, **wellbeing plans**, and, where appropriate, with the involvement of external agencies.

Safeguarding is actively taught through the curriculum, wellbeing programmes, and dedicated online safety education. Parents are also engaged and supported through guidance provided in **newsletters, workshops, and talks**.

10. Emergency and Contact Information

For urgent safeguarding concerns, the **Designated Safeguarding Lead (DSL)** should be contacted immediately.

In addition, the following emergency contacts are available in Indonesia:
- **Ministry of Women's Empowerment and Child Protection**
  Hotline: 129
  WhatsApp: 0811-1129-129
- **Safe School Services (Ministry of Education and Culture)**
  SMS: 0811-976-929
  Phone: 021-5790-3020 / 021-570-3303

11. References
- **DfE – *Keeping Children Safe in Education* (2025)**
- **Undang-Undang Republik Indonesia Nomor 35 Tahun 2014** tentang Perlindungan Anak
- **Peraturan Menteri Pendidikan dan Kebudayaan Republik Indonesia Nomor 82 Tahun 2015** tentang Pencegahan dan Penanggulangan Tindak Kekerasan di Lingkungan Satuan Pendidikan