

## Meeting Minutes Formation of the child protection and Safeguarding Committee Al Yahar Private School Al Ain

In alignment with the Abu Dhabi Department of Education and Knowledge ADEK Safeguarding Policy and the Student Protection Policy, and in commitment to ensuring the highest standards of student welfare, safety, and protection, Al Yahar Private School affirms its responsibility to provide a safe, supportive, and well-monitored learning environment. Forming a dedicated Safeguarding and Student Welfare Committee is a mandatory requirement and an essential step toward implementing robust mechanisms for identifying, reporting, and responding to any concerns related to abuse, neglect, or potential harm to students.

Based on the directive of the school administration, a formal committee has been established to oversee the implementation of safeguarding practices and ensure compliance with ADEK regulations.

### Committee Formation Decision

Based on the official assignment by the Administration of Al Yahar Private School Al Ain, the Student Safeguarding and Welfare Committee has been formed as follows:

Name	Position	Roles & Responsibilities
Sheikh Hamad Salem Al Ameri	Board of Trustees Member	Oversight and ensuring compliance with ADEK safeguarding requirements.
Mr. Mahmoud Mohamed Al-Jazar	Administrative Manger	Administrative support and coordination across departments.
Mr. Amr Mohamed	HSE Manager Safeguarding Lead	Main safeguarding contact, case management, reporting, and communication with ADEK.
Ms. Shaimaa Salah	Social Worker Deputy Safeguarding Lead	Supporting case handling, documentation, student follow-up, and parent communication.
Mr. Adel Mohamed	Social Worker Deputy Safeguarding Lead	Case interviews, risk assessment, and social reporting.
Ms. Maha eljabry	Social Worker	Social support, daily follow-up, and awareness programs.
Ms. Ladias Ali Ali	Head of Inclusion	Monitoring Students of Determination and ensuring proper accommodations.

### Committee Responsibilities

Ensure implementation of ADEK Safeguarding and Student Protection Policies.

- Manage and document concerns, reports, and student protection cases.
- Provide safe and confidential reporting channels for students and staff.
- Conduct annual safeguarding training for all employees.
- Monitor at-risk students and coordinate interventions.



Department of Education and Knowledge  
Al Yahar Private School

دائرة التعليم والاعرففة  
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- Review safeguarding cases and submit periodic reports.
- Raise awareness among staff, students, and parents.
- Coordinate with ADEK's Child Protection Unit when required.

### Approval

This committee formation is officially approved and shall be implemented immediately.

Admin manger

Name: Mahmoud Mohamed Al Jazar

Signature: \_\_\_\_\_

