



Safeguarding at St Andrews S107



St. Andrews
International School
Sukhumvit 107

AS S107 LEARNERS WE DEMONSTRATE...

CARE

- I actively listen to others
- I proactively support our community
- I respect our environment

SUCCESS

- I am the best I can be
- I work hard and never give up
- I celebrate success

INNOVATION

- I am reflective in my learning
- I am critical in my thinking
- I show courage by exploring new ideas

INCLUSIVITY

- I embrace diversity
- I respect individuality
- I value all members of our community

Key Contacts	Name	Email
Head of School	Ms Caroline Ratcliffe	caroline.ra@standrews-schools.com
Deputy Head of School (Designated Safeguarding Lead)	Mr Anish Karadia	akaradia@standrews-schools.com
Head of Primary (Deputy Designated Safeguarding Lead)	Ms Kate Shaffer	kshaffer@standrews-schools.com
Head of Secondary (Deputy Designated Safeguarding Lead)	Mr Finbarr Cosgrove	fcosgrove@standrews-schools.com

Introduction – Keeping Children Safe in Education

Within these pages lies our commitment to a secure and nurturing environment for all. Safeguarding is not merely a set of protocols; it embodies our dedication to protecting the vulnerable and fostering a culture of care, trust, respect, and empowerment.

Our Purpose

At the heart of our mission is the unwavering dedication to safeguarding every individual within our community. We believe that safety is a fundamental right and prioritise creating an environment where everyone feels secure, valued, and heard. We ensure that all of our community embrace, live and breathe our core values of: Care, Success, Innovation and Inclusivity.

Our Approach

Our safeguarding framework integrates best practices, ethical standards, and empathy-driven strategies. We recognise that each person's situation is unique; hence, our approach is flexible, proactive, and inclusive, tailored to address diverse needs and circumstances of each child.

Core Principles

- **Prevention:** Anticipating and mitigating potential risks through education, awareness, and proactive measures.
- **Protection:** Ensuring swift and decisive actions to shield individuals from harm or exploitation.
- **Partnership:** Collaborating with stakeholders, communities, and authorities to create a cohesive network of support and vigilance.
- **Empowerment:** Equipping individuals with the knowledge, resources, and confidence to protect themselves and others.

Responsibility and Accountability

Every member of our community holds a vital role in upholding our safeguarding standards. We foster a culture of accountability, where reporting concerns is encouraged and confidentiality is rigorously maintained, ensuring that each case is handled with sensitivity and urgency.

Continuous Improvement

We understand that safeguarding is an evolving process. Regular reviews, feedback mechanisms, and ongoing training ensure that our strategies remain relevant, effective, and responsive to the changing landscape of potential risks. As such we conduct yearly safeguarding audits in partnership with UK consultants who review the schools approaches to safeguarding day to day.

Conclusion

In these pages, you'll find not only guidelines and procedures but a testament to our unwavering commitment to safeguarding. Together, we create a haven where safety, dignity, and empowerment reign supreme.

Thank you for embracing our safeguarding ethos and joining us in this crucial endeavour.

Safeguarding and Child Protection

Safer Recruitment

Safer Recruitment means ensuring our staff and volunteers are suitable and well prepared to work with children. Our rigorous hiring process includes background checks, thorough references (both written and verbal) and police checks.

Our staff team are then trained to an international standards regarding safeguarding and child protection, with additional in- school training regarding our systems, protocols and high expectations. All staff and volunteers sign a Code of Conduct that upholds our professional values and culture of care.

However, if you have a concern about an adult at S107, you should always talk to the DSL or Head of School. Your concern will be listened to and dealt with professionally.

Behaviour Management at Home

Our work also involves working closely in partnership with parents.

Behaviour management at home is a sensitive and personal issue, and there are a wide range of viewpoints and beliefs. Whilst nearly 70 countries have banned or made smacking illegal, in Thailand it is still common and if reasonable force is used, it is legal.

However, there is growing research and evidence that links smacking with negative outcomes later in life, as well as being ineffective in correcting the behaviour, whilst actually often making behaviour worse.

Alternatives, depending on the child's age, include removal of privileges, time out or a home/school contract.

Smacking becomes physical abuse if unreasonable force is used, marks are left, or the purpose is to degrade or humiliate the child. At this point, school processes may be triggered to safeguard the child.

At S107, we understand that children and families face all kinds of challenges, and would like to work with families to reduce stress and find alternative methods for managing behaviour at home. Please get in touch with a pastoral lead, counsellor or DSL for support.

Please refer to the attached article for support: [**15 Discipline Alternatives to Smacking**](#)

Are you worried about a child?

Speak to one of our dedicated
safeguarding team



Ms Caroline
Head of School



Mr Anish
Designated Safeguarding Lead



Ms Kate
Head of Primary and EY



Mr Finbarr
Head of Secondary



Ms Amanda
School Counsellor



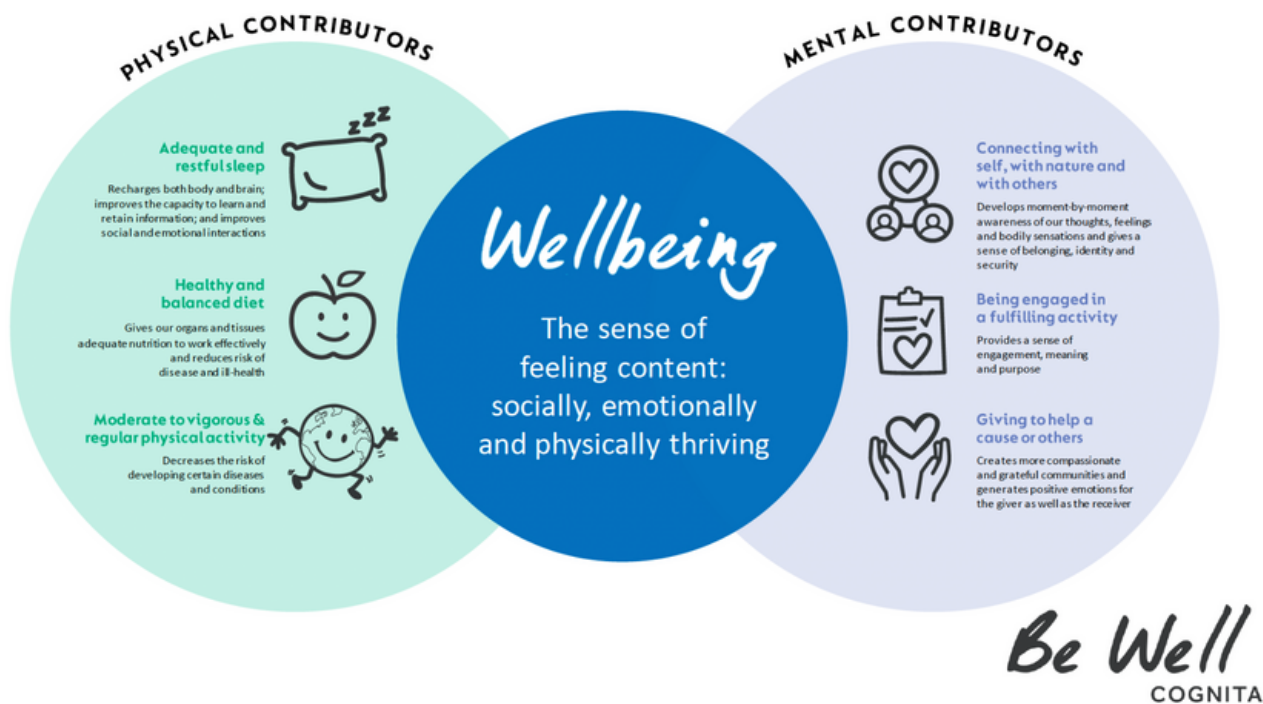
Mental Health and Wellbeing

Increasingly, our school also focuses upon helping students with all aspects of their wellbeing.

Students' wellbeing and academic performance are closely related and we strive to develop students who are happy, well balanced and resilient by:

- Offering a holistic, broad and balanced curriculum
- Participation in our diverse ECA and activities program
- Participation in our Outdoor Education Program, and opportunities such as the Duke of Edinburgh
- Developing student leadership and confidence through opportunities within Eco committee, Student Council and Head Students.
- PSHE education
- Encouraging a balanced lifestyle outside of school, which includes relaxation, physical activity, connecting with others socially, hobbies, giving to others and studying.
- Promoting and understanding the Cognita Be Well Charter

Cognita Be Well Charter



1 in 4 of us will experience mental health challenges in our life and signs often appear in childhood or teenage years, and can include:

- Excessive worrying or stress
- Being less interested in activities that usually motivate
- Becoming less active or engaging less with others
- A change in habits or behaviours
- If you are concerned about the wellbeing of a child in your care, speak to your child's teacher, pastoral leader, counselor or DSL.

Pastoral Support & Counselling

We have dedicated pastoral support teams who work across the school to support all of our children socially and emotionally. We always ask that parents contact their child's class teacher in Primary or tutor in Secondary in the first instance.

There are some other key contacts who will be able to provide additional support:

Early Years and Primary:

Ms Kate Shaffer – Head of Primary

Mr Elliot – Head of Early Years

Mr James Clare – Pastoral Lead for Primary

Secondary:

Mr Finbarr – Head of Secondary: fcosgrove@standrews-schools.com

Mr Mark Anderson – Head of Y7 and Transition: manderson@standrews-schools.com

Ms Gabe – Head of Year 8 & 9: gmls@standrews-schools.com

Mr Sam – Head of Year 10 & 11: speyton@standrews-schools.com

Mr Dave – Head of Year 12 & 13: dbrundage@standrews-schools.com

Ms Amanda – School Counsellor: asheppard@standrews-schools.com

Counselling Services

Our support looks to ensure that all our children have access to professional help.

Our dedicated qualified school Counsellor, Ms Amanda, works with a range of students from ages 3–18, with her focus being social and emotional support for our students. In Primary, our policy is to first discuss provision with parents, whilst Secondary students have the opportunity to attend independently. However, parents are always informed if we have concerns about the wellbeing of a child in their care.

It is really important for the school to be aware if your child is accessing any external support agencies. This really helps us to better understand the needs of your child during their time at school.

School Attendance

It is quite normal that students will experience periods of ill health as children. We can minimise the impact by ensuring students don't miss days unnecessarily, for example for family holidays.

Our target for student attendance is 96% across the school. There is a link between student attendance and their academic performance as outlined in the poster below. Low attendance can also affect students' wellbeing as they can fall behind in learning, and miss important relationship building opportunities. In addition low attendance can also be because of wellbeing issues and can be an early warning sign for parents.

Please call in the morning to inform us of your child's absence. If your child is absent from school without a reason, we will call within 2 hours to check on your child's welfare.

Attendance and days/lessons missed

Percentage		Days Off	Missed lesson	Effects on progress
100 % Attendance	Outstanding	0 days off	0 missed lessons	No impact on learning
96 % Attendance	Very good	7 days	56 lessons	Little impact on learning
90 % Attendance	Concern	18 days missed each year 1 whole school month a year	144 lessons	Likely to affect learning and progress
80 % Attendance	Serious Concerns	38 days a year 2 whole school months a year	304 lessons	Learning is affected and progress is much harder



is equal to a half day per week or a whole month per year of missed school



Which relates to one whole drop in GCSE grade

Data Protection

In order to comply with both UK and Thailand Data Protection Regulations, we only collect personal and sensitive information from families which is important for the students' education. We are committed to storing, using and sharing it safely.

Any data shared with external providers such as those used for school residentials will be done sensitively and through password protected files where access is removed when no longer necessary.

Photos of Children Policy

Our school also seeks to ensure that we promote digital safety.

All parents are asked on admission and annually, if they consent to photos of their child being taken for publication on school social media, Seesaw or for other purposes. In addition, we follow international safeguarding best practice and require that visitors and parents are considerate when taking photos of students at school, and unless they have the consent of other childrens' parents, to only take and publish photographs of their own child on social media. We endeavor to film and publish photos and videos of key events, which meets Data Protection requirements and can be reshared by families.

Health and Safety

At St. Andrews S107, we take care to provide a safe environment for learning. This is not just for our physical site but also includes any place where learning experiences for our students take place. We are independently audited yearly and look to improve our practice in partnership with advice from Cognita Health and Safety leadership. We maintain a set of Health and Safety policies and regular meetings are scheduled to discuss and action issues which arise.

Preventing Accidents

We maintain a thorough suite of risk assessments for activities on and off site. These are reviewed biannually or when new activities or risks are identified. Every school trip has its own bespoke risk assessment which is written by the trip leader and approved by the Educational Visits Coordinator, Outdoor Education Coordinator and Senior Management. Our trip planning process is also monitored by Cognita consultants. Serious incidents and near miss incidents are reported to the senior leadership team and the Health and Safety Manager of Cognita Asia. We are constantly learning from incidents across the group and respond to information on potential risks.

Medical Practices at S107

The school nurse is on duty in the medical centre from 7:00am - 4:30pm each day (lunch breaks taken in the canteen - note left for contact). In case of a sports fixture, the School Nurse will extend her working day until the match is finished or we hire an external nurse in order support the needs of the students.

Students should report to the school nurse if they are ill or injured.

The school nurse will contact parents in the case of injuries/illness requiring further treatment (example fever), when follow-up care or observation is required (example a head injury note is sent home), and when there is a visible mark from injury or a large wound.

If medicine is required to be administered in school time (trips and visits included) a 'request to administer medication' form should be filled out by the parent. This should be accompanied by the medication and prescription from the doctor/pharmacist. The medicine must be delivered to the nurse by a responsible adult (parent/bus monitor preferred). Medicine for school trips should be arranged by the parent at least 2 days before the trip departure in conjunction with the trip leader

Medical Declarations

All parents will be asked to complete a health declaration for each child upon entry to the school. Every year there after, all families are expected to complete an annual health declaration to confirm their child's medical records are up to date.

Training

All staff take yearly basic Health and Safety training to perform their roles. All of our staff are first aid trained. Lifeguard qualifications, food handling qualifications and qualifications in leading activities, for example rock climbing. These enhanced qualifications not only improve the safety of students but they also allow us to assess the suitability of third parties we use for trips and activities.

Site Security & Access

There are two entrances for staff, students and parents to use. The Primary School entrance and the BTS Bearing entrance. Each gate has a dedicated security team that works 24 hours to ensure the site is safe and secure.

All parents have ID badges that they can use to access the campus. Parents must ensure that they wear their ID badges at all times whilst on the campus. This is to ensure we know who is on our campus. You will be asked to sign in with the security team if you do not have your ID badge with you.

It is important to note that students should not be on the school grounds before 7am unless already prearranged with the school. During pick up at the end of the day, all parents and students must be off campus by 4:30pm unless there are any special school events that are taking place.

A *Community* That *Succeeds*



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