

Nyby Child Protection Policy

Authorisation Date: 04/2026

OSG Document Code: POL_EU_ED_Nyby Child Protection Policy_V1.1

Region: EU

Nyby Child Protection Policy

OSG Document Code POL_EU_ED_Nyby Child Protection Policy_V1.1	Authorisation date: 04/2026	Next review date: 06/2027
Policy author CP & RDoSS	Reviewed by: RDoSS, RP & RDE	Endorsed by: Regional Director of Education, on DD/MM/YY
		Approved by: OneSchool Global Europe Board on [DD/MM/YYYY]
Local Document Code (if applicable) XXXXXXX	Associated documents OSG2025 Student Support and Child Protection EU GDL EU ED Global Child Protection Guidelines v1.2	
Enquiries contact: info@eu.oneschoolglobal.com		

1. POLICY STATEMENT

The OSG EU Leadership Team establishes policies and procedures aligned with the OneSchool Global Ethos, Values, and Vision. This Safeguarding and Child Protection Policy sets out the school's approach to safeguarding and child protection, including how concerns arising both within the school environment and in a student's wider life are identified and managed, in accordance with the school's legal and ethical responsibilities under Swedish law.

2. PURPOSE

2.1 OSG EU is committed to fulfilling its duty of care to all students by:

2.2 • providing a learning environment that is safe, supportive, and caring;

• promptly identifying when a student may be at risk of harm; and

• taking appropriate and timely action

to protect students when staff become aware of concerns that a student may be at risk of harm.

2.3 Reportable conduct, or any other inappropriate or unprofessional behaviour by staff

or other adults towards students, will not be tolerated. The school expects all staff

to uphold the commitments set out in this policy

and to work collaboratively to maintain a safe learning environment.

2.4 OneSchool Global Nyby Campus is committed to complying with its obligations under

Swedish child protection legislation, including the Education Act (2010:800) and the Social

Services Act (2001:453).

3. SCOPE

- 3.1 This policy is published on the school website and is made available to all staff, members of the governing body or proprietor, volunteers, parents and legal guardians (both current and prospective), and visitors to the school.
- 3.2 This policy forms part of staff induction, and all staff are required to comply with their obligations under it.
- 3.3 This policy must be provided to all trustees or representatives of the school's proprietor.
- 3.4 This policy must also be provided to:
 - 3.4.1 any person who makes a safeguarding or child protection report; and
 - 3.4.2 any member of the school community who requests a copy.
- 3.5 This policy must be shared with contractors, volunteers, and any other persons who are present on campus, have contact with students, or are involved in school activities in any capacity.

4. POLICY AND PROCEDURES STATEMENT (SWEDEN-COMPLIANT)

- 4.1 The school and each campus must create and maintain a safe learning environment. This includes educating all members of the school community about safeguarding and child protection responsibilities.
- 4.2 Nyby Campus complies with the requirements of the Swedish Education Act (Skollagen 2010:800) by providing students with access to qualified student health services, including a school nurse, as part of its elevhälsa provision.
- 4.3 All staff must familiarise themselves with the school's safeguarding and child protection procedures and protocols.
- 4.4 All safeguarding concerns and reportable allegations must be taken seriously and acted upon without delay.
- 4.5 Safeguarding and child protection procedures developed by the school must be continuously monitored and reviewed regularly to ensure effectiveness and legal compliance.
- 4.6 The school must provide appropriate professional development to ensure that staff understand and are able to implement this policy and their statutory obligations.
- 4.7 The Campus Principal (CP) must:
 - 4.7.1 promote this policy within the school, with particular regard to staff training and professional development needs; and
 - 4.7.2 ensure that safeguarding procedures are implemented, monitored, and maintained to support a safe learning environment.
- 4.8 All school and campus staff must:

4.8.1 be aware of and comply with relevant

Swedish child protection legislation, including the Education Act (2010:800) and the Social Services Act (2001:453), as it applies to schools; and

4.8.2 report promptly and in accordance with this policy whenever they:

4.9 have reasonable grounds to suspect that a student is at risk of harm; or

ii. become aware of a safeguarding concern or allegation relating to a member of staff, regardless of when or where the conduct may have occurred.

5. EMPLOYMENT (SWEDEN-COMPLIANT)

5.1 The school must not engage any person (whether as an employee, volunteer, contractor, or otherwise) in child-related work without first completing all legally required background and suitability checks. Child-related work refers to work involving direct contact with children.

5.2 The school must not commence or continue employment or engagement in child-related work where it is known that a person is legally prohibited from working with children under Swedish law.

5.3 If a person engaged by the school becomes legally prohibited from working with children, their engagement must cease without delay. Any member of staff who becomes subject to such a prohibition must immediately inform the school.

5.4 OSG EU must ensure that appropriate background checks, including criminal record checks in accordance with Swedish legislation, are completed before any person is employed or engaged in paid or unpaid work involving children. This includes in Sweden and in any countries where the person has previously resided.

6. SITE SECURITY (SWEDEN-COMPLIANT)

6.1 The Campus Security and Visitor Policy and associated procedures must be followed at all times. All visitors to the campus are required to sign in and display visible identification confirming permission to be on site.

6.2 Visitors who have not undergone the required checks for the role they are performing (for example, contractors) must be clearly identified, using the red lanyards, and supervised at all times. The Campus Principal is responsible for ensuring appropriate supervision arrangements are in place.

6.3 Staff and other authorised individuals who have completed required checks must display identification indicating clearance to be on site.

6.4 OneSchool Global Head Office staff must wear official identification. The Campus Principal may verify the identity and authorisation of any visitor from Head Office with OSG EU as required.

6.5 All visitors are expected to comply with the school's safeguarding, health, and safety requirements to ensure that students are protected while on campus.

7. ROLES AND RESPONSIBILITIES (SWEDEN-COMPLIANT)

7.1 The Campus Principal (CP) holds overall responsibility and accountability for safeguarding and child protection at the campus, in accordance with Swedish law.

7.2 Safeguarding and child protection decisions are led by the Campus Principal and, where such a role exists, supported by a Designated Safeguarding/Child Protection Lead, in collaboration with relevant internal safeguarding structures. Ultimate legal responsibility for safeguarding decisions rests with the Campus Principal.

8. CHILD PROTECTION AND SAFEGUARDING PROCEDURES (SWEDEN COMPLIANT)

8.1 5. Any member of staff who receives a reportable allegation, or becomes aware of a reportable allegation or reportable conviction, must immediately inform the Campus Principal (CP). The concern must be documented in CPOMS without delay. This internal reporting does not replace any statutory duty to report to external authorities under Swedish law.

8.2 6. Any member of staff who has reasonable grounds to suspect that a student is at risk of harm must immediately:

- inform the Campus Principal (CP); and
- ensure that a report is made to Social Services (Socialtjänsten) in accordance with Chapter 14, Section 1 of the Social Services Act (2001:453).

8.3 The duty to report to Social Services is personal, immediate, and non-delegable. Documentation of the concern must also be recorded in CPOMS.

8.4 7. Any member of staff who, in the course of their professional duties, has reasonable grounds to suspect that a child under the age of 18 who is not a student is at risk of harm must immediately report the concern directly to Social Services, and inform the Campus Principal. The concern must be documented in CPOMS.

8.5 8. If the concern or allegation relates to the Campus Principal, a member of the Campus leadership, or a trustee, or if the Campus Principal is believed to pose a risk to a child, the report must

be made directly to Social Services and/or the Police, and to the Regional Principal and Regional Director of Safeguarding, without first informing the Campus Principal.

8.6 9. Upon receiving a safeguarding report, the Campus Principal must ensure that:

- statutory reporting obligations to Social Services and/or the Police are fulfilled where required;
- appropriate protective and risk-management measures are implemented within the school; and
- the Regional Principal is informed in accordance with OSG EU procedures.

8.7 References to external authorities shall align with Swedish law; matters of child protection are reported to Social Services and the Police.

8.8 10. The Campus Principal must ensure that all staff are informed of, trained in, and comply with these reporting procedures and their individual legal obligations.

8.9 11. No member of staff shall be disadvantaged, disciplined, or subjected to adverse treatment for making a safeguarding report in good faith, in accordance with Swedish law.

8.10 12. All safeguarding and child protection records must be documented securely in CPOMS (Child Protection Online Monitoring System), in accordance with GDPR, the Public Access to Information and Secrecy Act, and OSG EU data-handling requirements.

9. COMPLAINTS AND ALLEGATIONS ABOUT STAFF (SWEDEN-COMPLIANT)

9.1 8.1 ALLEGATIONS

9.2 8.1.1 OneSchool Global Nyby Campus adopts a whole-school approach to safeguarding. The school promotes an open, transparent, and professional culture in which all concerns regarding adults working in or on behalf of the school (including employees, supply staff, volunteers, contractors, and external providers) are taken seriously and addressed promptly and appropriately.

9.3 8.2 Despite robust recruitment and safeguarding procedures, there may be occasions where allegations of abuse, neglect, or other harmful behaviour towards children are made against staff or other adults working with children.

9.4 8.3 An allegation includes any information which indicates that a member of staff or another adult working in or on behalf of the school may have:

9.5 8.3.1 behaved in a way that has harmed a child or may have harmed a child;

9.6 8.3.2 possibly committed a criminal offence against, or related to, a child;

9.7 8.3.3 behaved towards a child or children in a way that indicates they may pose a risk of harm to children;

9.8 8.3.4 behaved, or may have behaved, in a manner that indicates they may be unsuitable to work with children. This includes behaviour occur

ring outside the school environment that may present a risk to children (commonly referred to as *transferable risk*).

9.9 8.3.5 Where a pupil makes an allegation against a member of staff, or where a member of staff has concerns about the conduct or suitability of another adult, the person receiving the information must immediately inform the Campus Principal.

9.10 The Campus Principal must assess the information and, where required by Swedish law, ensure that the matter is reported without delay to Social Services (Socialtjänsten) and/or the Police, in accordance with the Social Services Act (2001:453) and the Criminal Code.

9.11 8.3.6 If the allegation concerns the Campus Principal, the person receiving the information must immediately inform the Regional Principal and Regional Director of Safeguarding. The matter must be reported directly to Social Services and/or the Police, without first informing the Campus Principal.

10. LOW-LEVEL CONCERNS

10.1 8.4.1 All low-level concerns about the behaviour or conduct of adults working in or on behalf of the school must be reported to the Campus Principal. The Campus Principal is responsible for ensuring that a record of the concern and any actions taken is maintained.

10.2 8.4.2 Records of low-level concerns are reviewed regularly by school leadership to identify patterns of behaviour over time and to ensure that appropriate action is taken where necessary.

10.3 8.4.3 A *low-level concern* does not mean that the issue is insignificant. It refers to behaviour towards a child that does not meet the threshold for a formal allegation but may cause concern, unease, or a “nagging doubt”. Such behaviour may include conduct that:

- is inconsistent with the staff Code of Conduct, including inappropriate behaviour outside of work; and
- does not meet the threshold for referral to Social Services or the Police.

10.4 Examples may include, but are not limited to:

- being overly familiar with pupils;
- showing favouritism;
- taking photographs of pupils on a personal mobile device.

10.5 8.5 The school culture encourages staff to report low-level concerns. All such concerns will be recorded, reviewed, and addressed proportionately.

10.6 8.6 Proper management of low-level concerns helps to safeguard pupils and also protects staff from potential misunderstandings or unfounded allegations.

10.7

10.8 8.7 COMPLAINTS

10.9 8.7.1 Complaints from parents or pupils regarding the school's handling of safeguarding or child protection matters will be managed in accordance with the school's Complaints Policy and relevant Swedish legislation.

11. RISK MANAGEMENT (SWEDEN-COMPLIANT)

11.1 1. Pending the completion of any investigation (whether conducted by the school or by an external authority such as Social Services or the Police), the school may, where necessary to safeguard students or staff:

- limit or restrict the member of staff's contact with students or other staff;
- temporarily reassign the member of staff to alternative duties or an alternative location; or
- suspend the member of staff from duties with retained pay, in accordance with Swedish labour law.

11.2 Any such measures must be proportionate, time-limited, and kept under regular review.

11.3 2. Before taking action under this section, the school must carry out a documented risk assessment and consider all relevant circumstances, including, but not limited to:

- 11.4 a. the nature and seriousness of the allegation or concern;
- b. the age, vulnerability, and support needs of the students involved;
- c. the role, responsibilities, and level of trust associated with the member of staff's position;
- d. the degree of supervision normally exercised over the member of staff;
- e. the member of staff's disciplinary and professional record;
- f. the health, safety, and welfare of both students and the member of staff; and
- g. the risk that the integrity of the investigation could be compromised if the member of staff continues in their normal duties.

11.5 3. Any precautionary action taken under this section is not a disciplinary sanction and does not imply guilt or a predetermined outcome. All allegations will be investigated in a fair, objective, and timely manner, in accordance with Swedish law and the school's disciplinary procedures.

12. 10. INVESTIGATION (SWEDEN-COMPLIANT)

12.1 1. This section of the policy applies irrespective of, and in parallel with, any investigation conducted by Social Services (Socialtjänsten), the Police, or any other competent authority. The school's internal processes must not obstruct or compromise external investigations.

12.2 2. All investigations must be conducted in accordance with the principles of procedural fairness (due process). This includes ensuring that, before an investigation is concluded, the member of staff concerned is:

- informed of the substance of the allegation, insofar as this does not jeopardise the investigation or the safety of others; and
- given a reasonable opportunity to respond to the allegations.

12.3 Where requested, the member of staff may be accompanied by a support person or trade union representative, in accordance with Swedish labour law.

12.4 3. The timing, scope, and form of the investigation will normally be determined by the Regional Director of People & Culture, in consultation with the Regional Director of Education, ensuring that the investigation is lawful, proportionate, and not compromised. In doing so, they must:

- 12.5 a. act objectively, fairly, and without bias;
 b. conduct the investigation without undue delay;
 c. ensure that no person with a conflict of interest is involved in investigating or determining the matter;
 d. ensure that conclusions and outcomes are based on documented evidence; and
 e. take appropriate steps to maintain confidentiality for all parties, in accordance with applicable secrecy and data protection legislation.

12.6 4. At the conclusion of the investigation, the Regional Director of People & Culture, in consultation with the Regional Director of Education, will determine and communicate the outcome in writing to relevant parties.

12.7 5. Where an allegation against a member of staff is substantiated, the school will follow its established disciplinary procedures, in accordance with Swedish labour law. Actions may include:

- 12.8 a. where the breach is minor or results from a misunderstanding, requirements for coaching, guidance, professional development, and/or a formal commitment to modify behaviour;
 b. in serious cases, disciplinary measures up to and including termination of employment, carried out in compliance with the Employment Protection Act (LAS) and any applicable collective agreements.

12.9 6. In most cases, the Regional Director of People & Culture will ensure that the affected student (and/or their guardians, where appropriate) and the member of staff are informed in writing of the outcome of the investigation and any actions taken.

12.10 If the member of staff disputes the conduct or outcome of the investigation, they may raise the matter through internal procedures, including referral to the OSG EU Board, and, where applicable, through trade union processes or to relevant external authorities such as the Police or other competent bodies, depending on the circumstances.

12.11 7. As soon as practicable after the investigation has concluded, the Regional Director of People & Culture must ensure that:

- 12.12 a. all investigation reports, statements, and supporting documentation are securely retained in accordance with record-keeping and data protection requirements;
- b. relevant information is provided to external authorities where required by law; and
- c. relevant parties are informed that appropriate action has been taken.

13. PASTORAL CARE (SWEDEN-COMPLIANT)

- 13.1 Where a student is assessed to be at risk of harm, or is the alleged subject of reportable conduct, the school must, as soon as reasonably practicable, inform the student's parents or legal guardians.
- 13.2 a. The school may decide not to inform a parent or legal guardian if, following a professional assessment, the school determines that doing so may place the student or another child at further risk, or otherwise conflict with the school's duty of care. Such decisions must be made in consultation with Social Services (Socialtjänsten) and, where relevant, the Police, and must be appropriately documented. – Ensure this is consistent across all campus policies
- 13.3 The school will endeavour to ensure that appropriate pastoral support is provided and may, where necessary:
- 13.4 make available internal support resources, including the student health and welfare team (elevhälsan), and involve external agencies where appropriate, to provide counselling, guidance, and other necessary support to:
- 13.5 any student who is at risk of harm or is the alleged subject of reportable conduct, and, where appropriate, their family; and
- 13.6 any member of staff against whom a reportable allegation has been made, who may be offered or directed to appropriate external professional support services, in accordance with Swedish labour law and workplace health obligations.