



Sheikh Khalifa Bin Zayed
Arab Pakistan School,
Abu Dhabi, UAE



مدرسة الشيخ خليفة بن زايد
العربية الباكستانية
المتحدة العربية أبو ظبي، الإمارات

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Mission: To provide a safe, conducive, and inclusive environment for learners, grounded in national and international values, to empower them to become skillful global citizens.

Vision: To provide innovation-based, high-quality holistic education to produce self-directed, emotionally intelligent scholars.

Students Well-Being Reporting

1. Concern Arises

- **Student/Teacher Notices Well-Being Issue:** A concern about a student's well-being is noticed by the student themselves, a peer, or a teacher.

2. Initial Reporting

- **Inform a Trusted Adult:** The concern is reported to a trusted adult such as a teacher, counselor, or school nurse.

3. Documentation

- **Complete a Well-Being Report Form:** The trusted adult fills out a well-being report form detailing the concern and any immediate actions taken.

4. Submission of Report

- **Submit Report Form:** The completed form is submitted to the school counselor or relevant department.

5. Initial Assessment

- **Counselor Reviews Report:** The counselor reviews the report to understand the nature and urgency of the concern.

6. Immediate Action

- **Determine Immediate Needs:** If the situation is urgent, immediate action is taken to address the student's safety and well-being.
- **Contact Parents/Guardians:** Parents or guardians are contacted to inform them about the concern and any immediate actions taken.



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7. Comprehensive Evaluation

- **Schedule Meeting:** The counselor schedules a meeting with the student to discuss the concern in detail.
- **Gather Information:** Information is gathered from the student, teachers, and parents to understand the full context of the concern.

8. Develop Support Plan

- **Create an Action Plan:** Based on the evaluation, a tailored support plan is developed to address the student's needs.
- **Involve Relevant Parties:** The plan may involve teachers, parents, and external support services as needed.

9. Implementation

- **Implement Support Plan:** The support plan is implemented, with specific actions taken to support the student's well-being.
- **Provide Ongoing Support:** Regular check-ins and support are provided to the student to ensure their well-being.

10. Monitoring and Review

- **Regular Monitoring:** The student's progress is regularly monitored by the counselor and other involved parties.
- **Review Meetings:** Periodic review meetings are held to assess the effectiveness of the support plan and make adjustments as needed.

11. Resolution and Follow-Up

- **Evaluate Outcome:** Once the concern is resolved, the outcome is evaluated, and any necessary follow-up actions are taken.
- **Documentation and Closure:** The process is documented, and the report is closed, ensuring a record of the actions taken and the resolution.

Mrs. Samina Shaheen
Principal