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**كامل بشير
للترجمة القانونية**

رقم التسجيل الضريبي: ١٠٠٢٤١٩١٠٧٠٠٠٠٣

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General Framework :-

Within the framework of the strategy and plan of the Al-Nasr Cultural and Sports Club and its interest in protecting the child, the club applies a policy through which it seeks to protect the child, directed to all employees and visitors to the club.

- The document must be perused by the parents of the male and female players in the club
- The club expects the commitment of all club staff, parents and visitors to implement a policy that ensures the safety of players.
- The club expects players to feel safe and protected from any forms of neglect, emotional abuse or assault (verbal - physical)

Measures and procedures that would provide the maximum degree of safety and protection for players, as follows:-

First: Employees

Within the framework of the Al Nasr Cultural and Sports Club's board of directors' interest in the club's players, the club applies a professional and functional behavior policy for its employees, which was prepared based on the Dubai Government's Human Resources Regulation, which includes a set of values that all club employees must abide by, and all of which must be reflected in the behavior of staff:

- (Transparency - communication with others - solidarity - taking responsibility - teamwork)
- The selection of club staff is in accordance with the procedures and regulations followed by the club.
- Supervisors of buses transporting players are chosen to ensure their interest and care for their players and to deal with them in educational methods.



This document is not to be attested by the U.A.E. Ministry of Justice & Ministry of Foreign Affairs

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- Ensure that all employees have good morals and do not have any criminal records, through submitting a criminal record issued by the Ministry of Interior.
- Keep a complete record of the club's employees showing their previous experiences and their CVs.

Second: Male and female players:

- Players must abide by what is stated in the educational code of conduct that will provide calm and security and prevent any riot or chaos.
- Conducting awareness and guidance lectures for players of both sexes to make them aware of the procedures followed in case they are subjected to abuse of any kind.

Third : Parents

- The club accepts any observation or complaint regarding their children through the available communication channels. In this context, the club hopes to full cooperation with regard to their children, listen to them, follow their behavior, and come to us to solve any problem.

Fourth: Visitors

- Visitors cooperate with the club's management in proving their identity when they enter the club if requested.

Fifth : Club Premises

The club takes all measures to ensure maximum security and safety for male and female players through the following procedures:

- 1-The club consists of several sections, the club Management building - the football company Management building - the sports games company Management building - the football Academy building - the swimming hall.
- 2- Appointment of a supervisor of departments and wards to ensure order and discipline.
- 3- The club contracted with a firefighting company, which performs maintenance work for the alarm system and firefighting in accordance with the conditions of prevention and safety

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and the requirements of the Dubai Sports Council. The club also conducts training courses for employees and players to evacuate in case of emergency.

Sixth: Medical Section:

- The club provides a licensed medical clinic.
- Medical needs of all players, especially those with special health conditions.

Seventh: Buses

- The club provides buses to transport players with a bus supervisor, and security and safety elements are available in accordance with the specifications.
- Male and female players are instructed on safety and security rules to ensure their safety (remain in a seated position while the bus is in motion)
 - It is forbidden to use harmful tools while on the bus.
 - Not to scramble while going up or down.
 - Not to riot while on the bus.
 - Players enter and exit buses at the beginning of work and after end of work under the supervision of the transport supervisor and administrators, in a safe and orderly manner.
 - Bus drivers and supervisors have been carefully selected to ensure their care and keenness to the player.
 - We have a general transportation official who follows up on buses, and bus supervisors and drivers.

Eighth : Electrical appliances and air conditioners:

- The club performs periodic maintenance of electrical appliances and air conditioners to ensure that players are not exposed to risks.

Ninth : Protection from the dangers of the World Wide Web (Internet)

The club provides guidance and awareness services for the player and parents, including:



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- Explain the importance of safe use of the Internet, and always use it to achieve a positive purpose (scientific, cultural, educational, or recreational)
- Installation of the necessary protection and security software on the computer.

Every complaint or suspicion of abuse from inside or outside the club is dealt with very seriously, studied and appropriate measures taken according to the club's regulations. Therefore, the club has appointed an educational and social specialist and responsible supervisors to follow up on the complaints.

In addition to an email to receive any complaints or inquiries

Duties of the responsible person: -

1. To be a point of contact with the club, the administrator, the school and the home
2. Coordination of child safeguarding procedures in the club
3. Maintain a continuous training program for all club staff and give them detailed instructions to ensure that their behavior does not endanger or harm the player.
4. Write down and save the complaint and store the records in its own file which include (date, time, place, the essence of the problem, and the opinions of the people concerned)
5. Following up the complaint: The complaint must be followed up after it has been treated Follow up on the complaint: The complaint must be followed up after its treatment and completion, and its psychological impact on the child should be studied and cured.
6. Preparing reports: Complaint reports are prepared and the competent authorities are informed.
7. Informing the direct official of all the procedures taken from the time of submitting the complaint and listening to the recommendations and acting on them.

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The club cooperates with various institutions to solve any problem and provide assistance (Dubai Sports Council, Community Development Authority, Dubai Police General Command,) if necessary.

Communication channels:

The club provides all means of communication to submit any suggestions or complaints through the following means of communication:

The club cooperates with various institutions to solve any problem and provide assistance

Club Phone	043818666
Club Fax	043370024
Club Email	info.fc@alnasr-club.ae
Child Safeguarding Officer's email	hend.buasaiba@gmail.com
E-mail of Cultural and Community Activities Section	cs.events@alnasr-club.ae

(Signed & Sealed)

