

THE AMANAH INSTITUTE OF ABAS

Safety Standards and Guidelines

Protection boundaries and safeguarding standards

Final | Version 1.0 | Effective September 16, 2026

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Purpose and Scope

These standards apply to students, instructors, staff, volunteers, guests, online spaces, physical activities and Institute-related communication. They establish a safety culture rooted in protection, dignity, accountability, Islamic boundaries, responsible leadership and appropriate referral.

Institute Safety Commitments

- Take good-faith safety concerns seriously and respond without retaliation.
- Protect people over organizational reputation and hold every role accountable.
- Respect privacy while recognizing that protection, law or fair review may require limited disclosure.
- Expect participants to recognize, protect, report and refer rather than conduct unauthorized investigations.
- Use enhanced safeguards for minors, vulnerable people and private digital information.
- Maintain anti-bullying, anti-harassment and appropriate gender-interaction standards.

Ten Safety Domains

Domain	Required Awareness and Conduct
1. Personal and situational awareness	Notice surroundings, identify exits and safer locations, assess changing conditions and seek help early.
2. Environmental risk	Recognize blocked exits, poor visibility, crowding, unauthorized access and other hazards. Choose safer alternatives.
3. Hostile behavior	Recognize escalation, set calm boundaries when safe, disengage, seek assistance and report serious concerns.
4. Abuse and safeguarding	Recognize abuse, grooming and misuse of power. Respond calmly, avoid promises of absolute secrecy and report appropriately.
5. Manipulation and coercion	Recognize isolation, dependency, fear, guilt, religious manipulation and boundary testing. Seek trustworthy perspective.
6. Boundaries and autonomy	Respect physical, emotional, relational, digital, financial, professional and religious boundaries.

Domain	Required Awareness and Conduct
7. Crisis response	Prioritize life and immediate safety, leave danger when possible, alert emergency help and document after the urgent need is addressed.
8. Online and information safety	Protect accounts, meeting access, private records and media. Do not record or distribute another person's information without authorization.
9. Health and wellness safety	Recognize medical or mental-health emergencies, remain within role limits and refer to qualified or emergency support.
10. Reporting and recovery	Preserve essential facts, report through the correct channel, cooperate with authorized review and support recovery without retaliation.

Mandatory Boundaries

- No sexual misconduct, grooming, romantic pursuit within a position of trust or sexualized communication.
- No unnecessary private closed-door or hidden digital contact that violates approved adult-minor, instructor-student or gender boundaries.
- No bullying, hazing, stalking, coercion, threats, intimidation, retaliation or abuse of religious or organizational authority.
- No unauthorized weapons, intoxicants, illegal substances, recording, access sharing or distribution of protected materials.
- No promise of confidentiality when safety, abuse, crime or a reporting duty may require action.

Minors and Vulnerable People

Use approved communication channels, appropriate supervision and guardian involvement when required. Avoid isolated meetings and unnecessary private messaging. A disclosure must be received calmly, documented accurately and referred through the safeguarding process without leading questions or independent investigation.

Online Learning and Privacy

Meeting links, passwords, class files, student records and private communications must be protected. Camera concerns connected to privacy, disability or safety should be raised privately.

Confidential information must not be placed into an artificial intelligence or third-party tool without written authorization and appropriate safeguards.

Reporting and Non-Retaliation

Immediate danger requires emergency assistance first. Other concerns should be reported through the approved Institute channel as soon as reasonably possible. Good-faith reporters, witnesses and participants in review are protected from retaliation. Knowingly false statements may be addressed, but an unproven concern is not automatically a false report.

Training and Accountability

People with safety responsibilities must receive role-appropriate instruction, know their reporting limits and follow current procedures. Safety incidents, patterns and response quality should be reviewed to improve safeguards.

Document Control

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