

Sahakarmi Samaj (SS)-Child Safeguarding Policy – 2015

1. Purpose:

This policy is to support Sahakarmi Samaj's commitment to preventing child maltreatment and to ensure Sahakarmi Samaj representatives take all reasonable measures to safeguard children's welfare within our regular operations as a relief and development organization.

2. Preamble

2.1 Definitions – in this policy 'Sahakarmi Samaj representative' refers to board members, general members, employees, volunteers, interns, consultants, and invited visitors to Sahakarmi Samaj programs and organizational purpose.

2.2 Sahakarmi Samaj, in line with our core value **honesty and integrity** acknowledges that child maltreatment can occur in humanitarian and development work. We also acknowledge that in situations where humanitarian or development assistance is required, children are likely to be particularly vulnerable.

2.3 Sahakarmi Samaj condemns any form of mistreatment, abuse or exploitation of children. The organization's Code of Conduct commits staff to behavioral standards designed to safeguard human rights and express the organizational values in their work. Sahakarmi Samaj subscribes to the 'Do No Harm' principle in its activities.

2.4 Sahakarmi Samaj in line with our core values *respect for all people* and *valuing the individual* therefore adopts a child safeguarding policy that seeks to ensure children are not exposed to the risk of maltreatment by its representatives.

2.5 Sahakarmi Samaj acknowledges that all children, whatever their age, culture, abilities, gender, ethnicity, social status, religious belief or other status have the right to protection from maltreatment and commits to applying this safeguarding policy in a non-discriminatory manner. This also implies non-discrimination between Sahakarmi Samaj representatives expected to apply the policy i.e. this policy applies equally to all categories of staff and Sahakarmi Samaj representatives. 'Child safeguarding' aims to ensure an organizational environment that is safe and supportive for children and therefore safeguards their rights.

3. Provisions

3.1 Personnel recruitment Individuals applying for Sahakarmi positions and contracts, or intending to visit Sahakarmi Samaj projects, will be made aware that Sahakarmi Samaj has a Child Safeguarding Policy with which they will be expected to comply. Employees signing staff contracts will be asked to present a certificate of good conduct from relevant authority.

3.2 Personnel induction. Employees, volunteers and consultants will be reminded that they have committed to the behavioral standards of this policy via the signing of their employment/ volunteer / consultancy contract. All Sahakarmi Samaj employees and volunteers will undergo a thorough induction process, which includes the presentation of this Child Safeguarding Policy and discussion of its relevance to their work.

4. Behaviour standards:

All Sahakarmi staff are required to sign the organizational Code of Conduct, committing them to behavior standards which reflect the values of the organization. This policy must observe the Child Safeguarding behavior standards below. These standards aim to provide clarity on acceptable behavior to avoid potential misunderstandings which can lead to false allegations of abuse.

- 4.1 Treat all children with respect, and not discriminate or exclude anyone, regardless of age, culture, abilities, gender, ethnicity, social status, religious belief, political opinion, sexual identity or other status
- 4.2 Do not use language or behavior towards children that is harassing, abusive, sexually provocative, demeaning or culturally inappropriate.
- 4.3 Do not hit any child, or use any form of physical punishment.
- 4.4 As much as possible, ensure that another adult is present when working with children.
- 4.5 Do not do things for children of a personal nature that they can do for themselves such as toileting them or changing their clothes.
- 4.6 Do not commit any sexual act with a child (up to age of 18), including paying for sexual services or acts. Mistaken belief in the age of a child is not a defense.
- 4.7 Do not invite children alone to your home or office, unless they are in immediate danger.
- 4.8 Do not sleep in the same room or bed as a child you are working with (apart from your own child). If this is absolutely necessary, get your supervisor's permission, and ensure that another adult is present if possible.
- 4.9 Do not access or create sexually abusive images of children, or use computers, mobile phones, video or digital cameras or any other technology to exploit or harass children.
- 4.10 Comply with local laws about child labor.
- 4.11 Do not hire children for any work which is inappropriate for their age, which prevents their education or play, or which puts them at high risk of injury.
- 4.12 Encourage children to be open and to talk about any issues they have
- 4.13 Do not use tobacco around children while you are working, or within the premises of spaces dedicated to children (Child Friendly Spaces, schools or learning center, play areas, etc.)