



Raey Children's and Family Development Centre

Child Protection Policy (CPP)

Table of Contents

Background history Raey	3
Mission statement and objectives	4
Raey's Commitment to Child Protection	6
Child Protection Policy	7
Risk Minimization	9
Communication monitoring	9
Education	10
Supervision – Housing	11
Definitions as per ACFID	12
Scope of the Policy	15
Child Protection Risk Management	16
Code of Conduct for Working With Children	17
Use of Images	19
Employment of Staff and Volunteers	20
Sponsorship Guidelines	21
Raey Child Abuse Reporting Processes	22
Involving Children and Young People	26
Educating the organization on Child Abuse and CPP	27
Reviewing Child Protection Policy	29

Background History of Raey

Raey was established in 2007 by a local Ethiopian couple Mengesha and Friewhot . HIV has had devastating consequences in Ethiopia.

In a country with population of 80 million and immense poverty HIV has resulted in death and loss of whole generations.

HIV often results in death of both parents.

Presently in Ethiopia there are estimated to be 5.5 million orphaned children. This figure is an estimate and the very real numbers are likely to be much greater.

Studies show only 10% of orphans are receiving adequate care.

Orphaned children have only received emergency material food and clothing by global funding and aid programmes. They have been forgotten and the new millennium projects focus on the “lost children”.

Those figures are alarming and of concern. The amazing attended resilient families of children try to take in their orphaned family members but an extra mouth to feed is often impossible.

Raey provides education for the preschool child with no formal policy existing in Ethiopia for early childhood education.

It also focuses on keeping children within family homes by supporting a living relative or guardian

Pre-amble

Raey = vision

Located in: Yerer

Mission Statement -

To provide children in families suffering extreme poverty and illness with essential schooling in a supportive, protective and nurturing environment attending to health and nutritional needs, and strengthening the capacity of the families and surrounding community.

Target children -

Poor families and children in Yerer as chosen by the Kebele council. Inclusion is on basis of children who have no school and families with no income

Goal -

To build a purpose built Raey that will school at least 200 Children til year 7 to complete the essential primary school years . The centre will support the community with a medical centre and provide a craft centre, kitchen and sewing centre to provide activities for guardians and enable participation. The ultimate goal is for Ethiopians to have this as a sustainable project and provide a future for many.

Objectives

- To provide a general education to children ages 3-10 years tailored to learning and developmental needs of individual children. (This is important as many children have missed school or never previously attended due to parental illness) The early learning years provide the foundations for later years and are fundamental for developing change.
- To enable creative play, art, music and opportunities to have fun and new experiences with teacher support.
- To provide the children with two nutritious meal per day that provides essential vitamins, calcium and protein requirements .as this is a significant period of growth and development
- To have health checks performed by visiting volunteer doctor and with dentist surveillance of health as part of preventative health management
- To train and educate parents and guardians in various skills, carpentry for repair and building of school class room and dining areas; cooking to enable meals to be prepared for children, sewing for repair of uniforms and other curtains and building to provide the necessary school extensions.
- (The potential for income generation is critical but it also enables improved self-esteem and community involvement, which is a significant feature of RCDA.)

Child Protection Policy

- To provide a source of volunteers who through school support and work can support and care for needy others
- To educate children through learning materials and sharing of information to assist communication with students on the plight of Ethiopian orphans and needy children

Raey's Commitment to Child Protection

Raey is aware of the global problem of child abuse.

Child safety is of paramount importance and our greatest priority.

We have policies in place to ensure all children are safe.

Raey takes its duty of care seriously and we aim at all times to provide the safest possible programmes and environments for children. We identify and manage any potential situations, which may lead to harm.

Raey is committed to children's survival, protection and participation as per the United Nations Convention stated in On the Rights of the Child (UNCRC). Raey will uphold these rights.

Child Protection Policy

Our duty of care is to provide children with a level of protection against harm and all foreseeable risk.

We are very aware that child abuse includes — Physical
Sexual

Emotional
Neglect
Bullying
Child labor; and
Domestic violence

We are specifically focused on the orphans who we have taken every measure to minimize any potential risk, as reflected in our high level of caution with placement of all children. We recognize the potential risk and Raey proactively interview prospective guardians, which includes home visits.

Raey's CPP demonstrates our commitment to protect children from harm and abuse.

Raey abides by principles of the ACFID Code of Conduct and adheres to local and international child protection criminal laws.

Raey believes that any form of child abuse is unacceptable and will not be tolerated.

Raey fully recognizes its duty of care and proactively takes measures to ensure protective services and environment, taking all reasonable steps to ensure children are safe from harm.

Raey bases all decisions regarding the welfare of children on the "Best Interests of the Child" and as per UN Convention of the Rights of the Child (1989) shall take all measure to ensure that the child is protected against all forms of discrimination or punishment on the basis of the status, activities, expressed opinions, or beliefs of the child's parents, legal guardians, or family members article 2.2.

Raey CPP is important for raising the level of awareness of child protection for all staff, volunteers and members through training opportunities.

Adherence to the CPP is mandatory for all Raey and Raey ensures all staff is aware of the CPP and their related responsibilities.



Child Protection Policy

ALL staff inclusive of volunteers and members will provided with opportunities to familiarize themselves with CPP and procedures.

The focus is on procedures to protect children but simultaneously this protects all staff and volunteers and creates a safe working environment.

The CPP provides guidance for all staff, members, and volunteers on reporting procedures for child abuse identified or alleged breach in CPP.

There is mandatory reporting to the CP officer who will address and respond under direction of the Raey managerial board .The safety and welfare of the child always comes first.

1. Risk Minimization

Guardians for the children are usually family members inclusive of aunts and grandparents and have children under their care.

We check the home situations and do our best to ensure the child is never left in a home alone, without guardian supervision.

The guardians attend regular meetings and must present to collect children after school.

They are obliged to report any medical concerns and receive regular educational meetings for awareness of health risks hygiene and nutrition to optimize provision of care and minimize risks

2 Communication Monitoring

Updates on home visits are provided as well as education programmes.

All meetings are documented and attendance recorded

The teachers are very well informed and enable the children to discuss any individual concerns and intern notifies the project workers to identify any at-risk situations.

2.1 Support Networks

Raey is an NGO and registered with the Ministry of Justice as part of The Disaster Prevention Programme. There is a close and formal relationship with the Kebele council members .It is our goal to be interventional and promote awareness of the plight of HIV orphans through public speaking within Ethiopia, Dubai and Australia.

Vocational Training

Older siblings and guardians will be involved in vocational skills training for income generation so poverty risks are minimized and they can become self-reliant.

Education

Education is of highest priority

Raey regards education of highest priority.

It is an integral and instrumental component of the projects objective of supporting children and basic education is the right of every child. These children of Raey are encouraged to be actively involved in health education and educational activities, which are age, appropriate which. With guardians we raise awareness of many issues such as Ethiopian history, culture, poverty, sanitation, HIV, Aids/TB.

Well, educated children are able to make decisions, be insightful into their needs and involved in decision-making that affects their future. They have the right to be heard, respected and awareness of safe sexual practices, HIV and Aids is critical to minimize unsafe sexual practices, risky behaviors and disease.

Health of all children is closely monitored. Diseases are managed promptly. Adequate food is provided and nutritional status monitored. Routine medical checks occur four weekly by the visiting doctor and dental treatments where required any external treatment is under direct supervision and with contracted healthcare facilities.

The psychological well being of all children is monitored and issues of abandonment, depression, anxiety and post-traumatic stress syndrome are managed.

Raey is aware that orphans have often been exposed to significant loss and trauma.

It is critical that at risk child to receive supportive and appropriate treatment and support as required. Self esteem, confidence and trust are areas that are covered in the education programme.

Guardians are informed of any special dietary requirements, nutritional support, medications or other services that are required.

Extensive medical records are collated and stored at Raey with respect to proper confidentiality.

Supervision – Housing.

Home visits give insight into home life and enable close observation of the interaction between Reay children and their guardians.

Guardians have accessibility to teachers and project coordinators who are readily accessible. Guardians are encouraged to be active participants in all meetings and communication is encouraged.

Definitions as per ACFID

1 *Duty of Care*

Duty of Care is a common law concept that refers to the responsibility of the organization to provide children with an adequate level of protection against harm. It is the duty of the organization to protect children from all reasonably foreseeable risk of injury.

2. *Child and Young Person*

A child or young person is regarded to be any person under the age of 18 years, unless a nation's laws recognize adulthood earlier.

3. *Child Protection*

Is the term used to describe the responsibilities and activities undertaken to prevent or stop children being abused or maltreated.

4 *Child Abuse*

Abuse happens to male and female children of all ages, ethnicity and social backgrounds, abilities, sexual orientation, religious beliefs and political persuasion. Child abuse includes physical, sexual, emotional, neglect, bullying, child labor and domestic violence.

Both boys and girls can be the victims of abuse, and abuse can be inflicted on a child by both men and women, as well as by young people themselves.

In some cases, professionals and other adults working with children in a position of trust also abuse children.

5 *Physical Abuse*

This occurs when a person purposefully injures or threatens to injure a child or young person. This may take the form of slapping, punching, shaking, kicking, burning, shoving or grabbing. The injury may take the form of bruises, cuts, burns or fractures.

6 *Emotional Abuse*

This occurs when a child is repeatedly rejected or frightened by threats. This may

Child Protection Policy

involve name-calling, being put down or continual coldness from parent or caregiver; to the extent that it affects the child's physical and emotional growth.

15.1 Neglect

Neglect is the persistent failure or the deliberate denial to provide the child with clean water when available, food (when available), shelter, sanitation (as best as possible in impoverished conditions or supervision or care to the extent that the child's health and development are placed at risk by deliberate denial of child to best conditions as possible in impoverished conditions

15.2 Sexual Abuse

This occurs when a child or young person is used by an older or bigger child, adolescent or adult for his or her own sexual stimulation or gratification – regardless of the age of majority or age of consent locally. These can be contact or non-contact acts, including threats and exposure to pornography.

15.3 Child-Sex Tourism

ECPAT International defines child-sex tourism as:

'...The commercial sexual exploitation of children by men or women who travel from one place to another, usually from a richer country to one that is less developed, and there engage in sexual acts with children, defined as anyone aged under 18 years of age.' (ECPAT International, 2006)

15.4 Bullying

Bullying is the inappropriate use of power by an individual or group, with intent to injure either physically or emotionally. It is usually deliberate and repetitive. The bullying may be physical or psychological (verbal and non-verbal).

- Physically, bullying includes pushing, hitting, punching, kicking or any other action causing hurt or injury.
- Verbal bullying includes insults, taunts, threats and ridicules.
- Psychological bullying includes physical intimidation and ostracism.

15.5 Exposure to Domestic Violence

Domestic violence occurs when children and young people witness or experience the chronic domination, coercion, intimidation and victimization of one person by another by physical, sexual or emotional means within intimate relationships. (Adapted from the

Australian Medical Association definition)

15.6 Particularly Vulnerable Children

Child abuse takes place not only within the family environment, but also outside the family, including: institutions, at work, on the streets, in war zones and emergencies.

15.7 Children in Emergencies

Children in emergencies are especially vulnerable to abuse and exploitation.

Scope of the Policy

This policy applies to all staff and others:

- Full-time
- Part-time
- Volunteer
- National – international; and
- In a short-term role such as contracted.

Others:

- Visitors
- Board members; and members of
Organization contacts

Child Protection Risk Management

Raey recognizes the potential risks to children in placement of children in homes with guardians but as per context of CPP proactively assesses and manages these risks to reduce any risk of harm.

Risk management is an ongoing part of every activity and Raey conducts a child protection risk assessment on every new child/guardian, introduced.

Code of Conduct for Working With Children

All Raey staff and volunteers must conduct themselves professionally and are responsible for conducting themselves in a manner consistent with their role within Raey as well as being a positive role model for all children.

Raey has developed a clear child safe code of conduct to protect children, staff by providing clear behavioral guidelines and expectations.

Staff will undergo training that focuses on Child safety. Staff will only be recruited as per employment section that is committed to child safety.

Raey's code of conduct

I WILL:

- Treat all children with respect – especially adhering to religious and cultural beliefs.
- Wherever possible, ensure that another adult is present when working in the proximity of children.
- Conduct myself in a manner that is consistent with the moral values of Raey .
- Facilitate and encourage Open communication between all children, guardians, staff, teachers and volunteers to be involved in decision-making.
- In images portray children as realistically as possible within their own context, sensitively to not portray children as victims and empower them through telling their story.
- Work to protect exploitation of images and stories by those who may try to misuse.
- Protect children from being stigmatized, mistreated and abused through the use of publicity or publication of images/photographs.
- Report any concerns of child abuse (as per protocol for reporting).
- Take responsibility for actions, and not put self in a position that could risk allegations.
- Continually self assess behaviors, language and relationships.
- Report any concerns about behaviors of colleagues towards children.

Child Protection Policy

- Maintain regular communication with directors and CPO.
- Ensure that I attend all appropriate Raey workshops and training for child protection.

I WILL NOT:

- Engage in behavior that is intended to shame, humiliate, degrade or belittle children.
- Seek to make contact and spend time with children outside the program. This is specific for volunteers who have a role to partake in specific supervised activities within the programme. (Excluded are guardians and Raey workers who are responsible for children at all times)...
- Use inappropriate offensive language when talking to children.
- Do things of a personal nature that a child can do for him/herself - toileting, changing clothes.
- Hit or physically assault a child.
- Inappropriately display affection – kiss, touch or develop sexual relationships.
- Behave inappropriately or provocatively.
- Condone in behavior of children that is unsafe or abusive.
- Seek to make contact and spend time with any child or young person outside the role of volunteer and Raey duties as assigned.
- Not hire minors in any form of domestic labor.
- Act in a way that shows unfair and differential treatment of children. (Favoritism)
- Neither use photographic material or images for purpose of Internet use that is not appropriate or approved by Raey nor sell any approved photographs.
- Not expose children to unsafe Internet sites nor provide identifying information of the child in the publication or images inclusive of their location. Any breach in code of conduct that is confirmed will result in written termination and immediate suspension by the Raey board.

Concerns about potential breach of code of conduct will result in suspension of duty until investigations have been performed

Use of Images

Raey will at all times portray children in a respectful, appropriate and consensual way.

Images: (in line with ACFID Code of Conduct Clause 4.2)

- A child should always be portrayed in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive.
- A child and its family must always be asked for consent when using their images. When asking for consent to use the image, details should be given as to how and where this image will be used.
- There should be no identifying information of the child used in the publication of images with their location.
- Children should be portrayed as part of their community.
- Local cultural traditions should be assessed regarding restrictions for reproducing personal images.
- Images should be an honest representation of the context and the facts.
- When sending images electronically, file labels should not reveal identifying information.
- All photographers will be screened for their suitability, including police checks where appropriate.

Raey has a professional code of conduct, which clearly and precisely provides the clear boundaries to protect everyone.

1 Employment of Staff and Volunteers

Raey's commitment to child safety ensures all staff and volunteers are recruited and selected to ensure the safest and most suitable people are working with values and ethos of the Raey organization.

- Interviewing is essential as screening process and to assess motivation, goals and suitability of personality to work with children
- Raey promotes and requires a child safe commitment
- All applicants should have read Raey web site, researched the areas involved and be with a written copy of CPP
- Volunteers will have a description, which outlines tasks, responsibilities and accountabilities.
- Raey tries to conduct face-to-face interviews (by at least one person) for all persons who are expressing an interest to be involved in some capacity – where possible.
- The interviewer will be the Medical Director, and it will be behavioral based. Specific questioning is used to:
 - Experiences
 - Past behavior
 - Motivation for working with children
 - Value systems
 - Ability to work in teams
 -
- Raey may require references, this will be at discretion of board
- Police clearances may be requested as per section policy clearance.

Raey will not exchange any personal information to a third party. Raey maintains strict confidentiality at all times and all information of prospective employees/volunteers remains property of Raey only. Privacy is a priority.

- **There will be a 3-month probationary period.**
- All staff will be receiving regular training, inclusive of an accredited First Aid course and Child Protection Revision. This will be formally monitored. Staff are to be aware of code and sign:



Child Protection Policy

- Code of Conduct specific for Raey
- Child abuse incident reporting policy

2 Sponsorship Guidelines

Raey presently has no independent sponsorship program

• Raey Child Abuse Reporting Processes

Raey considers the abuse and sexual exploitation of children to be completely unacceptable. We will take all concerns and reports seriously and act on these reports immediately. There is provision in all employment contracts that Raey has the right to dismiss if CPP Code of Conduct is breached.

It is mandatory for all Raey staff and volunteers inclusive of visitors to report concerns or allegations of child abuse. These concerns may relate to a child or a staff member involved in the organization or a concern about a child outside of the organization's programmes.

.1 Raey Child Abuse Reporting Procedures

Raey staff, visitors, volunteers and those indirectly involved will have a legal and moral responsibility to report:

- Any disclosure or allegation from a child/staff or community member regarding safety/abuse of a child
- Any observation of concerning behavior by Raey staff, volunteer or other that breaches Raey code of conduct,
- Inappropriate use of photography.
- Any behaviors indicative of sexual exploitation of a child.
- The report will be submitted in writing to the Raey board immediately and immediate notification simultaneously by phone. The child will be removed from any situation of harm and placed in a safe environment by our team workers on sight. There will be formal interviews and investigations conducted by the Raey Board.

The child's psychological well being is paramount.

- Psychological counseling and medical examination will be provided by local and appropriate legal advice and criminal expert proceedings will be at the discretion of Raey Board members.

The following procedure will be followed for reporting and reacting to any witnessed, suspected or alleged incident of child abuse or violation of the CPP.

Raey staff, visitors, volunteers and those indirectly involved will have a legal and moral

Child Protection Policy

responsibility to report:

- Any disclosure or allegation from a child/staff or community member regarding safety/abuse of a child
- Any observation of concerning behavior by Reay staff, volunteer or other that breaches Reay code of conduct,
- Inappropriate use of photography.
- Any behavior indicative of sexual exploitation of a child.

The safety of the child is paramount NO child will be put at more risk by any action may be taken.

If you witness, suspect or a disclosure is made to you follow the set guidelines:

- Accept what the child says;
- Stay calm and do not panic;
- Don't seek help while the child is talking to you;
- Look at the child directly;
- Do not appear shocked; and
- Assure them they are not to blame.

Try to keep questions to a minimum, do not push for information, do not ask leading questions, fill in words complete their sentences or make assumptions.

Let them know you will need to inform people and do not promise confidentiality.

Be aware that the child may have been threatened.

Always let the child what you are going to do next and that you will tell them what is going to happen at each stage.

The physical and psychological well being is of prime concern and takes priority with any health issues being attended to by appropriate medical practitioner or psychologist medical specialists.

If urgent action is required to protect the child then concerns external bodies may be involved before the reporting procedure is completed.

Child Protection Policy

Ensure that no inferences made by you influence reporting and maintain accuracy of information exchange.

Never let personal doubt prevent you from reporting and responding to allegation to the CPO.

The allegation is just that and is not proven until reported and investigated.

All concerns are to be reported refer appendix for report form.

Sign and date all information.

Let the child know that it was right to tell you.

.2 Confidentiality in Allegation of Child Abuse

- Any recorded information inclusive of all reports and details will be kept confidential and will only be passed onto the Board members.
- The sharing of any information which could identify a child or alleged perpetrator will only be released on a need to know basis or when required by local police/authorities country specific))
- All information, including any reports from the local workers will be kept in a locked cupboard with limited access to only the Board members.
- It will not be available for public viewing.

.3

Reaction Protocol and Reporting Guidelines

The report should go immediately to (on same working day) to the local CPO in Ethiopia.

Local CPO removes the child from any danger immediately and the report will be actioned by Chief CPO Dr Carolyn Roesler and the management board will be consulted as appropriate.

Notification of external bodies inclusive of local police, authorities and legal advisors will be at discretion of the Board of Directors.

Reports that are malicious or factitious will warrant strict disciplinary action.

All reports are taken very seriously and actioned immediately.

Confidentiality will be maintained as below.

Allegations against yourself

You are encouraged to notify the CPO Director immediately and record all details, as you know them, which will be directed to be reviewed by the Raey Board of Directors.

.4 *Ramifications of Misconduct*

If an allegation is made against a named individual for breach in principles, policies or practice of CPP as specified in 16.1.

The person may be suspended from all activities related to BTO pending investigation procedure.

Suspension does not imply guilt.

If any person or associate with Raey any role is found guilty to committing an act which is criminal, infringes the child's right and contravenes the right of this policy principles and standards then immediate disciplinary action will be taken.

Depending on the individual circumstance the Raey Board has the right to involve local authorities and criminal prosecution may occur.

Raey will terminate the position of all persons convicted.

An appeals process will be at expense of individual and Raey will have legal representation as part of investigative process.

Involving Children and Young People

Raey believes all children have rights and are encouraged to be actively involved in Raey activities.

Empowerment of children is critical.

Our aim is to mentor and guide these children into

Education is the foundation for increased awareness and minimising risk taking behaviours.

Educating the organization on Child Abuse and CPP

The designated Child protection officer is Dr Carolyn Roesler.

She is responsible for:

- Providing information and advice on child protection within the organization.
- Ensuring that Raey policies and procedures are followed.
- Ongoing education of the Raey organization and advising the group of ongoing Child protection training and any updates or changes to the policy.
- Liaison between local authorities and Police in Ethiopia as appropriate.
- Gaining information about local procedures and laws.
- Ensuring that the Board is immediately notified and informed of any alleged abuse as per reporting process.
- Ensuring the format is easily understood with clear and precise instructions.
- Ensuring all information remains confidential and is stored in correct manner, overseeing delegation of responsibilities of specific areas within the CPP to ensure the compliance of the policy.

The local Ethiopian workers will oversee the code of conduct component as it applies to local guardians inclusive use of imagery Child protection meetings in Ethiopia will be attended by the social workers.

They have responsibility to provide information and regular updates and monitor all guardians with respect to adherence of CPP.

(CPO = Child Protection Officer = Dr Roesler)

Raey is committed to educating staff and others in the CPP, so as to reduce risks and ensure child safe environments.

We will implement child safe practices that are appropriate for living situations in their own community and provide relevant information to the children and guardians and any local community services involved.



Child Protection Policy

Raey reporting policies for child abuse will be advised to all persons including specified sanctions.

Ultimately the Management Board of Raey has overall responsibility to ensure the CPP is implemented

3 Reviewing Child Protection Policy

Raey CPP will be reviewed every two years.

The CPO will manage the review of the CPP and all staff will be consulted and updated about any changes or requirements at six monthly intervals.

First Aid courses will be run annually