



All Hands and Hearts

CHILD PROTECTION POLICY

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1. About this document

- 1.1. The Policy outlines the objectives and responsibilities for Child Protection.



1. Definitions

- 1.1. Child, or Children: Anyone under the age of 18.
- 1.2. Child Abuse:
 - 1.2.1. Physical Abuse: use of physical force that causes harm to a child.
 - 1.2.2. Emotional Abuse: harm to a child's emotional, intellectual, mental or psychological well-being.
 - 1.2.3. Neglect/Negligent Treatment: The failure to meet a child's basic physical and/or psychological needs either deliberately or through negligence.
 - 1.2.4. Sexual Exploitation and Abuse (SEA): any type of action which is sexual in nature. This includes in-person and electronic actions.
 - 1.2.5. Exploitation: abuse of a position of vulnerability or power.
- 1.3. Zero-tolerance: all reports, or suspicion, of violations of this policy will be investigated in a timely fashion. Any identified corrective and preventative actions will be employed without delay.
- 1.4. Direct contact: refers to face-to-face contact with children. Examples include working directly with children to make films, attend events or participate in research.
- 1.5. Indirect contact: refers to contact with children online, through their data – including images of a child and text posted by a child – and contact via a third party.
- 1.6. Representative: any person who is, or who may appear to act, or speak, on behalf of All Hands and Hearts. This includes all staff, volunteers, contractors, partners or visitors, during their with the Program, or on any of its project sites.
- 1.7. Code of conduct: specific document in which the expectations of each representative are clearly laid out.

2. Policy

- 2.1. All Hands and Hearts have a zero-tolerance approach to any child abuse, or other intentional harm to a child.
- 2.2. This policy applies to all representatives of All Hands and Hearts, regardless of their location or affiliation.
 - 2.2.1. Each staff member and volunteer will be required to sign our [Child Protection Code of Conduct](#).
- 2.3. Any violation of this policy will result in disciplinary procedures, including termination and other legal recourse.



- 2.4. All children are to be treated equally, regardless of any personal characteristic, including their age, gender, ability, culture, racial origin, religious belief and sexual identity.
- 2.5. All Hands and Hearts usual, day-to-day programming, does not require or facilitate Direct Contact with children.
- 2.6. There is no circumstance that a representative of All Hands and Hearts should, as part of their activities on behalf of the organisation, be alone with a child.
- 2.7. There is no circumstance that a representative of All Hands and Hearts should, as part of their activities on behalf of the organisation, make any type of indirect contact with a child.
- 2.8. No child should be permitted to stay overnight at accommodation provided for by All Hands and Hearts, unless it is agreed by a member of the Senior Management Team and is required to address a specific protection need.

3. Responsibilities

- 3.1. All Staff, Volunteers, or other representative have responsibility to:
 - 3.1.1. Protect children from harm via both your acts and omissions.
 - 3.1.2. Report any concerns I have about Child Protection.
- 3.2. Program staff have responsibility to:
 - 3.2.1. Enforce the basic control of not having any representative spend time alone with a child;
 - 3.2.2. Include the principles of this policy on project design;
 - 3.2.3. Have each volunteer sign the Child Protection Code of Conduct.
- 3.3. Operations Management Team have responsibility to:
 - 3.3.1. Ensure the Programs they oversee, consider hazards and threats to children and put in specific controls as required;
 - 3.3.2. Ensure child protection factors are considered in program and project design..
- 3.4. Health, Safety and Security Lead has the responsibility to:
 - 3.4.1. Maintain this policy;
 - 3.4.2. Ensure the timely investigation of any reports of child abuse.
 - 3.4.3. Report any reports of child abuse to the Senior Management team.
- 3.5. Those who design Programs (DART, PDT) have the responsibility to:
 - 3.5.1. Include the principles of this policy on project design;
 - 3.5.2. Consider child protection factors when selecting accommodation.
 - 3.5.3. Consider child protection factors in travel to our program.



- 3.6. Development and fundraising teams have the responsibility to:
 - 3.6.1. Ensure that any agreement with an external party does not compromise this policy;
 - 3.6.2. Ensure that any external party visiting our Programs is aware of this policy.
- 3.7. Information Technology (IT) have the responsibility to:
 - 3.7.1. Take all reasonable measures to prevent AHAAH technology assets being used in any relation to child abuse.
- 3.8. Human Resources have the responsibility to:
 - 3.8.1. Apply the principles of Safer Recruiting to our recruiting processes.
 - 3.8.2. Ensure the timely investigation of any reports of child abuse.
 - 3.8.3. Report any reports of child abuse to the Senior Management team.
- 3.9. Senior Management Team have responsibility to:
 - 3.9.1. Invest in the mechanisms required to maintain child protection;
 - 3.9.2. Maintain a reporting process which is available and effective;
 - 3.9.3. Regularly discuss potential issues around Child Protection;
 - 3.9.4. Ensure any reports are quickly and fairly investigated.
- 3.10. The Crisis Management Team have the responsibility to:
 - 3.10.1. Support the response to any accusations of Child abuse;
 - 3.10.2. Approve internal and external reports, concerning Child Protection matters.
- 3.11. The Chief Executive Officer has the responsibility to:
 - 3.11.1. Report any issues around Child Protection to the Board in a timely fashion.