

WOMEN OF WORTH

A Programme Unit Of Provide Trust



CHILD PROTECTION POLICY

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Acknowledgement of sources: This policy is loosely based on CPPs of various Indian NGOs working in the space of Child Protection. Please direct any questions to wow@womenofworth.in.

1. INTRODUCTION

Women Of Worth (A Program Unit Of Provide) is engaged in working with women and girls to promote safe environments for them to thrive in, bringing change in attitudes and behavior through our training and workshops.

Care and concern for women and children are the heart of Women Of Worth's work and is outlined in the mission statement:

Our mission is to empower women across cultures and ethnicities to stand up for justice, equality and change in all facets of life and society, in both local and global contexts. We accomplish this through Advocacy, Training and Rehabilitation.

As a reflection of our commitment to our mission, and considering the fact that children are often vulnerable to abuse and exploitation, Women Of Worth places highest importance on the protection and safety of children in all its dealings. Protection is a right of the child. Women Of Worth (A Program Unit Of Provide) commits to comply with all standards for child protection designed to safeguard children from exploitation, neglect, sexual and physical abuse. Women Of Worth continually examines the need to reduce the risk to children in all its projects. Therefore these Standards for child Protection are intended to keep children safe from possible abuse and exploitation by Staff, partners, and others with whom they are in contact.

This policy also intends to increase the awareness on child protection in the community and in the family. The Government of India acceded to the UN Convention on the Rights of the Child in 1992.

This policy is based on the guiding principles of the POCSO Act 2012.

The procedures and guidelines for implementing the Policy are outlined in the following 11 sections:

1. Awareness Raising
2. Program Planning
3. Personnel – Screening and Recruiting
4. Behavior Protocols and code of conduct

5. Allegation / Incident Management Plan
6. Visitors to Women Of Worth Projects
7. Advocacy on child protection and child Rights
8. Communications about children and Photographs
9. General Confidentiality of child information
10. Partner Organizations – Agreements
11. Contractor and Vendor's agreement

2. Procedures and Guidelines

CPP 1. Awareness Raising

Women Of Worth (A Program Unit Of Provide) will...

CPP 1.1. promote regular awareness on the Rights of the Child, including their right to protection, to Women Of Worth Staff and Board members.

CPP1.2. promote awareness of rights of children among interns, consultants, community leaders, community volunteers and partners.

CPP.1.3. ensure Women Of Worth Child Protection committee consists of Staff, Field Worker, Director, Founder and an external member meet yearly for ongoing review of Policy and its compliance and also as and when cases are reported. The Founder- Director is the advisor to this group. The CPP Co-ordinator is the point of contact for any allegations/incidents arising.

CPP.1.4. ensure all Field/Project Staff are given specific child protection training and skill enhancement.

CPP.1.5. facilitates in establishing child helplines and networks with the Ministry of Social Defense and similar child protection NGOs.

CPP 2. Programme Planning

Women Of Worth (A Program Unit Of Provide) will...

CPP 2.1 incorporate into its project design activities that focus on Child protection in the framework of United Nations convention on the rights of the child (UN CRC).

CPP 2.2. plan programs to reduce risks facing vulnerable children and to address particularly the needs of children who are in situations of abuse, neglect or exploitation.

CPP 2.3. design programs addressing the causes of abuse such as threats/vulnerabilities/existing violations and promote responses that support family and community responsible for the well being of children and the prevention of child abuse, exploitation and neglect.

CPP 2.4. support the rehabilitation efforts of children who have been abused and exploited, prioritizing the best interests of the child.

CPP 3. Personnel Screening and Recruiting

Women Of Worth (A Program Unit Of Provide) will...

CPP 3.1. recruit staff, both on a permanent and contractual basis, only after obtaining adequate background verification from references and Women Of Worth's own sources for any history of child exploitation, neglect and abuse.

CPP 3.2. ascertain their aptitude, interest and sensitivity in working with children and their previous work with children. Prospective employees, Volunteers, interns, consultants, the Board members are informed of Women Of Worth Child Protection Policies at the start of any recruiting process and they are also screened similarly.

CPP 3.3. enhance capacities of staff working with children in projects, to effectively deal with issues of child rights and advocacy, to promote rights of children and to provide protection from exploitation, neglect and abuse.

CPP 3.4. ensure that all work and activities of staff, both permanent and contractual, supports the protection of all in communities from any form of exploitation, neglect and abuse.

CPP 3.5. ensure that personnel exercise behavior protocols consistent with the Mission Statement and Core Values in their relationship with children, in the context of their language, actions, dress, and behavior.

CPP 4. Behavior Protocols and Code of Conduct

Women Of Worth (A Program Unit Of Provide)...

CPP 4.1. personnel including staff, volunteers, interns and consultants will establish an atmosphere conducive for the development of children through their word, deed and demeanor. This includes listening to children and showing respect to them.

CPP 4.2. staff, interns, consultants, volunteers and visitors including employees of our CSR partners, will respect the local cultural context and behave appropriately with children in communities as per the behavior protocols.

CPP 4.3. personnel including staff, volunteers, interns and consultants will not allow project children to visit their homes under any pretext.

CPP 4.4. Project children are not permitted to stay overnight in the home of Women Of Worth staff, volunteers, interns and consultants at any time.

CPP 4.5. Staff will not employ children as domestic workers in their homes.

CPP 4.6. personnel including staff, interns, volunteers, consultants and visitors will not spend time alone with a child or children. There will always be

another adult (“two adult rule” principle) who will be able to see the interaction. The exception to this may be in the event where personnel are employed as professionally recognized trained counselors.

CPP 4.6. personnel including staff, interns, volunteers, consultants and visitors are always responsible for the interaction between an adult and a child even when it appears that a child is acting in a provocative manner.

CPP 4.7. personnel including staff, interns, volunteers, consultants and Visitors will not touch private parts of the body, or a touch which will make the child uncomfortable.

CPP 5. Allegation/Incident Management Plan

Women Of Worth (A Program Unit Of Provide)...

CPP 5.1. Any incident of child abuse in Women Of Worth programmes directly implemented or implemented in partnership with other stakeholders in the target community shall be reported and managed in the following manner:

5.1 Community level: Incidents such as child sexual abuse, missing child, child’s death (unnatural death) and severe physical abuse of a child, to the extent of grievous injury in the child’s body that may take place in the target area involving any of the staff, interns, volunteers, consultants, partners shall be reported to the CPP Co-ordinator.

5.2 The CPP Co-ordinator shall meet the parents or care-giver and the child immediately for obtaining a detailed report on the incident. They shall also be responsible to render support for child’s medical treatment in the government hospital and to ensure that the case of the child is registered in the records of the hospital. The CP committee members shall provide moral support to parents and the victim (child) to file the First Information Report (FIR) at the local police station.

5.3 If any threat is faced by the parents while filing the FIR then the child and/or the parents can inform the Child Line (1098) or the Child Welfare Committee.

5.4 The responsibility of informing the abuse case immediately to the CPP Committee within 7 hours of the incident lies with the CPP Co-ordinator and the issue will be dealt with sensitively by protecting the confidentiality and image of the child.

5.5 If the perpetrator (abuser) is the Field Worker of the Project, then it should be reported by the staff/volunteer/intern/partner/community member who has knowledge of the incident. The confidentiality of the reporting person shall be maintained.

5.6 Often a child may be physically injured by the abuse. However, the psychological damage inflicted is far more painful and, ultimately, far more damaging to the child. Abused children must juggle a number of conflicting emotions. The most common psychological reactions are fear, confusion, anger, shame, depression, and lowered self-esteem, any or all of which may cause serious problems later in life if not resolved. Due care needs to be paid to these aspects while managing the allegation/incident involving a child.

5.7 In the event of a staff member being involved, the CPP Co-ordinator shall report the details to the Legal and HR Department for appropriate action.

5.10 When such a report is received against a staff/manager, a due process enquiry shall be held to ascertain the facts in accordance with the principles of natural justice. Based on the findings of the enquiry, appropriate action will be taken to bring a closure to the matter.

5.11 Ensures investigation will be treated with care, concern and in absolute confidentiality.

5.12 The Founder-Director should be kept fully updated on all Child Protection incidents irrespective of who is involved (staff/volunteer/intern/partner/community member)

CPP 6. Protection of Children In WOW Projects

Women Of Worth (A Program Unit Of Provide) will...

CPP 6.1. ensure children's history, picture, counseling reports are stored with a limited number of people to have access.

CPP 6.2. ensure Women Of Worth staff/volunteer/intern/partner/community members should not exchange home addresses with children from the projects.

CPP 6.3. ensure Staff to be aware of the safe use of the internet and social media. Sponsors are advised that information via reports is not to be downloaded or redistributed. Any posting on the World Wide Web should have prior clearance from the WOW management. Such activity could Subject the user to legal action by Women Of Worth.

CPP 6.4. decline any request for assistance in child adoption from Partnership or from any other source.

CPP 7. Visitors to Women Of Worth Projects

Women Of Worth (A Program Unit Of Provide) will...

CPP 7.1. encourage visits to projects that are informed in advance and with the consent of the Women Of Worth Management.

CPP 7.2. permit a visit to a children in project only when

- A. it is announced
- B. the visitor has agreed in writing to abide by the behavior protocols and code of conduct
- C. the visitor(s) is accompanied by a Women Of Worth staff member and a member of the community.

CPP 7.3. Whenever permitted by local Law, criminal record screening of visitors prior to visit will be carried out. If the screening leads to denial of the visitor's request, the WOW Office will be informed, so as to prevent the visitors attempting to visit directly.

CPP 7.4. ensure that local partners, communities and families participating in WOW's Programmes will be advised of Women Of Worth (A Program Unit Of Provide)'s visitor visits to the project. They will be encouraged to report immediately any visit has not been arranged through Women Of Worth (A Program Unit Of Provide). The CPP Committee will in such a case take up the matter with the visitor and alert the appropriate Support Entities as per WOW's agreed standards.

CPP 7.5. in the event of actual or suspected cases of child abuse or inappropriate behavior by a visitor the Field Worker or in-charge should immediately report to the CPP Co-ordinator, who will then follow WOW's reporting procedures. Appropriate action will be initiated immediately with the visitor, which may include criminal investigation and severance of relationship of the visitor with Women Of Worth.

CPP 7.6. support offers to provide for social service activities in the target area by interested parties/groups only when the visit is considered by Women Of Worth to be in the best interest of children. These groups will be asked to sign in agreement to the CPP, behavior protocols and code of conduct.

CPP 8. Advocacy on Child Protection and Child Rights

Women Of Worth (A Program Unit Of Provide) will...

CPP 8.1. collaborate and network with agencies engaged in Child Rights and Child Protection for sharing knowledge and spearheading to secure the rights of children.

CPP 8.2. actively network with Religious Entities, Governments, Non-Government organizations and Human Rights Commissions in organizing and participating in campaigns, rallies, seminars on Child Rights,

and also advocating / persuading with decision makers for necessary changes/amendments to child related legislations.

CPP 8.3. share best practices and lessons learned concerning child rights and child protection and disseminate to WOW Partners / Networks to enhance knowledge, staff competency and work approaches.

CPP 9. Communications about Children and Photographs

Women Of Worth (A Program Unit Of Provide) *will...*

CPP 9.1. ensure that all communication material on children in the form of pictures/captions are decent, dignified and respectful, and will not present children as victims, nor will exaggerate/glamorize poverty at the cost of the child. Ensure that the identity of children who are vulnerable is protected.

CPP 9.2. ensure Women Of Worth websites should not use scanned images of children without formal permission of the Women Of Worth office for the project and the parents/guardians of the child. Written permission should be obtained.

CPP 9.3. ensure child personal and physical information that could be used to identify the location of child in the projects should not be used on Women Of Worth websites or in any other form of communication about a child.

CPP 9.4. ensure individuals or organizations requesting the use of Women Of Worth resources such as videos or photographs should be required to sign a media release form with the WOW Office as to the proper use of such materials.

CPP 10. General Confidentiality of Child Information

Women Of Worth (A Program Unit Of Provide) *will...*

CPP 10.1. share Information about a child protection incident shared with people only if it is deemed necessary by the Child Protection Committee.

CPP 10.2. ensure names and identities are not to be disclosed outside or to the media.

CPP 10.3. Child abuse incidents to be flagged as confidential and handled with care and concern.

CPP 11 Partner Organizations - Agreements

Women Of Worth (A Program Unit Of Provide) *will...*

CPP 11.1. ensure all written agreements with partner organizations include a clause referring to child protection and the expectation that the partner organization will have a child protection policy of its own or agree that its staff will abide by Women Of Worth (A Program Unit Of Provide)'s Child Protection Policy.

CPP 11.2. initiate action to any Non-compliance of Child Protection protocols that will lead to Women Of Worth terminating the agreement.

CPP 12 Contractors & Vendor's Agreement

CPP 12.1 WOW's Contractors/Vendors make a self declaration stating that children (below 18 years) will not be employed by them for any task. This is one of the clauses in the MOU in dealings with the Contractors/Vendors.

CPP 12.2 Community Based Entities to adhere to the Child Protection standards to safeguard children from exploitation, neglect, sexual and physical abuse. If they don't have a CPP then WOW's CPP comes into effect. Also ensures volunteers to comply with the child protection behavior standards and a self-declaration from Volunteers stating that they have not committed violence against children.

3. Statement Of Agreement:

I, _____ (your name) of _____
(your organization / institution / office) having the designation of _____
_____ have read the child protection policy of Women Of
Worth (A Program Unit Of Provide) and agree to abide by it by acting in
accordance with the policy and following the process of reporting abuse.

Signature:

Date:

NOTE: Please sign and (seal if relevant) and send this last page via email to wow@womenofowrth.in of handover to WOW Staff.