



ROYAL CARE FOUNDATION

CHILD PROTECTION POLICY

August 04, 2023

1. SELF-ASSESSMENT TOOLKIT FOR CHILD PROTECTION

Royal Care Foundation expects its staff, volunteers, partners, and in particular, those working directly with children, to use the Civil Society Challenge Fund (CSCF) Child Protection Self Audit Toolkit to assist in good project design and delivery. This toolkit is annexed to this Policy as Annex 1.

The list below provides additional standards to support effective child protection and will assist staff and partners when working with children and young people.

Children and the organization

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- 1 The organization and its local partners are very clear about its responsibility to protect children and make this known to all who come into contact with them.

 - 2 The way staff and local partners behave towards children suggests that they are committed to protecting children from abuse.

 - 3 There is good awareness of the *UN Convention on the Rights of the Child* (UNCRC) or other children's rights instruments and this is seen as a basis for child protection in the organization.

 - 4 Managers and senior staff ensure that children are listened to and consulted and that their rights are met.

 - 5 The organization and its local partners make it clear that all children have equal protection rights.

 - 6 The organization and its local partners manage children's behavior in ways that are non-violent and do not degrade or humiliate children.
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Policies and procedures that help keep children and young people safe

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- 1 The organization and its local partners have a written child protection policy or some clear arrangements to make sure that children are kept safe from harm.

 - 2 The policy or arrangements are approved and endorsed by the relevant management body (e.g. senior management, board, executive, committee).

3 The policy or arrangements have to be followed by everyone.

4 There are clear child protection procedures in place that are provided step-by-step.
guidance on what action to take if there are concerns about a child's safety or welfare.

5 There is a named child protection person/s with a clearly defined role and responsibilities.

6 The child protection procedures also take account of local circumstances.

Preventing harm to children and young people

1 There are policies and procedures or agreed ways of recruiting staff and assessing their suitability to work with children, including where possible police and reference checks.

2 There are written guidelines for behavior or some way of describing to staff and local partners what behavior is acceptable and unacceptable especially when it comes to contact with children.

3 The consequences of breaking the guidelines on behavior are clear and linked to organizational disciplinary procedures.

4 Guidance exists on the appropriate use of information technology such as the Internet, websites, digital cameras, etc. to ensure that children are not put at risk.

5 Where there is direct responsibility for running/providing activities, including residential care, children are adequately supervised and protected at all times.

6 There are well-publicized ways in which staff can raise concerns, confidentially, if necessary, about unacceptable behavior by other staff or representatives.

Implementation and training

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- 1 There is clear guidance to staff, local partners, and other organizations (including funding organizations) on how children will be kept safe.

 - 2 Child protection must be applied in ways that are culturally sensitive but without condoning acts that are harmful to children.

 - 3 There is a written plan showing what steps will be taken to keep children safe.

 - 4 All members of staff and volunteers in the organization and its local partners have training on child protection which includes an introduction to the organization's child protection policy and procedures where these exist.

 - 5 All members of staff and local partners are provided with opportunities to learn about how to recognize and respond to concerns about child abuse.

 - 6 Work has been undertaken with all local partners to agree on good practice expectations based on these standards.
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Information and communication

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- 1 Children are made aware of their right to be safe from abuse.

 - 2 Everyone in the organization and the local partners know which named staff member has special responsibilities for keeping children safe and how to contact them.

 - 3 Contact details are readily available for local child protection resources, safe places, national authorities, and emergency medical help.

 - 4 Children are provided with information on where to go for help and advice concerning abuse, harassment, and bullying.

 - 5 Contacts are established at a national and/or local level with the relevant child protection/welfare agencies as appropriate.

 - 6 Staff members with special responsibilities for keeping children safe have access to specialist advice, support, and information.
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Monitoring and review

1 Arrangements are in place to monitor compliance with child protection measures put in place by the organization.

2 Steps are taken to regularly ask children and parents/carers their views on policies and practices aimed at keeping children safe and the effectiveness of these.

3 The organization uses the experience of operating child protection to influence policy and practice development.

4 All incidents, allegations of abuse, and complaints are recorded and monitored.

5 Policies and practices are reviewed at regular intervals, ideally at least every three years.

6 Children and parents/carers are consulted as part of these safeguarding policies and practices reviews.

Adapted from Keeping Children Safe