

# Child Protection Policy

**Rromane Siklövne** is an organization dedicated to the social, cultural and educational promotion of children and youth, and especially Romani children and youth, historically discriminated against and excluded. That is why our organization has a firm commitment to the protection and safety of children and youth who participate in our activities and, in order to make our commitment tangible and effective, we establish in this document the principles that will guide the action of our employees, volunteers and members of the organizational management to ensure a child-safe environment is maintained at all times.

## 1. Policy coverage and purpose

This policy is designed to protect all children and young people who attend **Rromane Siklövne** activities. The policy defines children and young people as anyone under the age of 18 years.

This policy applies to all individuals involved with **Rromane Siklövne** and its activities including:

- paid and volunteer staff
- organization management staff
- children and young people participating in the program
- visitors including parents and family members, project partners, etc

It is of high importance to ensure all employees/volunteers have an ability to recognise abuse as it can be defined in many ways (Please see the Definitions of Abuse here down).

**Rromane Siklövne** will assure that all those involved with our activities will follow the policies and procedures outlined in this document. If breaches of these policies and procedures occur they will be dealt with by our Child/Youth Safety Officer (see the specific part for more information on this position).

## 2. What is child abuse?

Child abuse can take the form of physical abuse, sexual abuse, emotional abuse or neglect. Child abuse can have long term and significant effects on a child or young person's development. **Rromane Siklövne** is committed to responding without delay to any suspicions of child abuse or neglect.

## Types of Abuse

### a) Physical Abuse

This abuse occurs when a person intentionally injures or threatens to injure a child or young person. The injury may involve: slapping, kicking, punching, shaking, burning, shoving, grabbing, pinching, biting, strangling or any other form of behaviour causing physical injury. Physical abuse can also involve a situation where a parent or caregiver is not adequately ensuring a child or young person's safety, leading to them being placed in situations of extreme physical danger.

### b) Sexual Abuse

Sexual abuse is when a person uses their power over a child or young person to involve them in sexual activity. Sexual abuse covers a wide range of sexual activities including both contact and non-contact situations. Contact situations can involve fondling of the child or young person's genitals, being forced to touch somebody else's genitals, masturbation, oral sex, vaginal or anal penetration by a penis, finger or other object. Non-contact abuse can involve obscene calls or remarks made in any written form. It involves exposure to pornography or being photographed for pornography.

### c) Emotional Abuse

Emotional abuse involves a consistent attack on the child or young person's self-esteem to the extent that it is affecting the child or young person's physical, emotional, social and/or intellectual development. It can take the form of rejection, put-downs, intimidation, threats, frightening or isolating the child or young person.

### d) Neglect

This is a situation where a child or young person's basic daily needs are not being met and this is risking their health and development. It can involve a lack of food, clothing, personal hygiene, shelter, medical treatment or appropriate supervision.

## 3. Legal requirements

**Rromane Siklövne** is aware of its legal and moral obligation to protect the children and young people in its care. It recognizes that it could be legally liable for any abuse that may occur while a child or young person is in our care. Therefore, we are committed to keeping those individuals employed by the organization, whether in a paid or voluntary capacity, aware of their legal obligations in relation to child protection.

Links to regulations and legal frameworks followed by our organization in this regard:



-Ley Orgánica 8/2021, de 4 de junio, de protección integral a la infancia y la adolescencia frente a la violencia [https://www.boe.es/diario\\_boe/txt.php?id=BOE-A-2021-9347](https://www.boe.es/diario_boe/txt.php?id=BOE-A-2021-9347) (Art. 32 and 57)

-Regulation (EU) 2016/679 (General Data Protection Regulation) [http://ec.europa.eu/justice/data-protection/reform/files/regulation\\_oj\\_en.pdf](http://ec.europa.eu/justice/data-protection/reform/files/regulation_oj_en.pdf)

-Ley Orgánica 3/2018, de 5 de diciembre, de Protección de Datos Personales y garantía de los derechos digitales <https://www.boe.es/buscar/pdf/2018/BOE-A-2018-16673-consolidado.pdf>

In case of activities involving research carried on by **Rromane Siklövne** or other partners organisations in a project consortium, the following regulation will also apply:

- International Ethical Research Involving Children (ERIC) <http://childethics.com>

#### 4. Recruitment procedures

All advertisements, screening and recruitment for vacant posts within **Rromane Siklövne** will reflect our commitment to equality. We will ensure that interviewers conduct interviews in a non-discriminatory way. Interviews will be undertaken by a representative of our organization of the childcare service using an agreed set of questions. All assessments and workplace tests, including psychometric testing for job applicants and performance assessments for employees, will be conducted in a fair and non-discriminatory way, bearing in mind the principles of equality of opportunity.

Successful candidates will be offered a Contract of Employment in accordance with Employment legislation. All employees' contracts will include signing up to **Rromane Siklövne Child Protection Policy**.

These guidelines will apply both to the recruitment of new employees and to the selection of internal candidates for promotion or job change.

All employees, volunteers and organization management staff will provide to our Chief Executive Officer a **negative certificate of crimes of a sexual nature**.

**Rromane Siklövne** will not employ, contract or involve as a volunteer, any person to work with children or young adults who has a criminal conviction for violent crime, sexual crime, drugs related offences, or any other offences deemed inappropriate in relation to work with children. All workers employed, contracted to work, or volunteering to work with children through our organization will be required to sign a declaration form outlining any previous criminal convictions.

## 5. Procedures for Induction, Training and Supervision of Staff

- Adherence to **Rromane Siklövne** Child Protection Policy is required by all staff as part of the Contract of Employment. New staff must be given a copy of the organization Child Protection Policy and asked to sign a clause acknowledging they have read, understood and agreed to abide by the policy.
- During the initial period of 3 months all new staff, they will be oriented in relation to:
  - understanding, recognizing and responding to abuse and neglect;
  - understanding the Child Protection Policy; and
  - other important aspects of their role related to protecting the wellbeing of children and young people
- Staff should participate in education and training programs to improve their knowledge of child protection and best practice in responding to allegations of abuse and neglect.
- Staff should be supported and supervised as positive role models to children and young people. Any concerns in relations to their suitability to work with children and young people should be addressed in the Performance Management process.
- Volunteers should be supported and supervised as positive role models to children and young people. Any concerns in relation to their suitability to work with children and young people should be addressed by our coordinator, involving the Child/Youth Safety Officer, in private discussion with the relevant volunteer.
- **Rromane Siklövne** will evaluate the volunteer program regularly.

### 5.1 Induction, Training and Supervision of Volunteers

- As part of the induction process, **Rromane Siklövne** will discuss with volunteers and ensure they understands the responsibilities and boundaries of the role, and agree to abide by the Child Protection Policy.
- Volunteers should be trained about Child Protection Policy, including learning about understanding, recognizing and responding to abuse and neglect.
- Volunteers should have the opportunity to participate in additional workshops and training to improve the protection of children and young people.

## 6. Child/Youth Safety Officer

As a further sign of our commitment **Rromane Siklövne** has a designated Child/Youth Safety Officer.

**The Child/Youth Safety Officer for the period 2020-2021 is Carlos Hernández, Responsible for the child and youth afternoon activities.**

The Child/Youth Safety Officer must:

- Have undergone at least one day's **training on child abuse** and creating a child safe organization to fulfil this role.
- Attend further training as appropriate and take proactive steps to be kept informed of developments in the field of child abuse prevention.
- Be the first contact point for anyone involved with in **Rromane Siklövne** who has a concern about a child or young person.
- Confidentially document minor concerns about a child or young person that could build into an overall concerning picture. Make sure any records are kept strictly confidential and include date and signature.
- **Report any concerns** to police or Child Protection or support a fellow staff member/volunteer who is making a report.
- Ensure all those involved with **Rromane Siklövne** are aware of all policies and procedures connected with the **Rromane Siklövne Child Protection Policy**.
- **Monitor** any concerning emails, messages or images on the Internet or via other technology that arise in the course of our activities.
- Proactively **promote a culture** at the organization that is a **welcoming, secure and supportive environment** so children and young people will feel comfortable in expressing any difficulties or concerns they may have.
- Oversee the annual review and changes to the policies and procedures connected with the Rromane Siklövne Child Protection Policy.
- **Arrange training needed** in relation to child protection or protective behaviours for staff, volunteers, children or young people involved with the organization.
- **Coordinate follow up** that may be required after a report of abuse to the police or Child Protection.

## **7. Reporting procedure for dealing with disclosures, concerns or allegations of child abuse**

1. The employee or volunteer who has received a disclosure of child abuse or who has concerns about a child should bring them to the attention of the Child/Youth Safety Officer immediately.
2. Where the Child/Youth Safety Officer considers that a child protection or welfare concern meets the reasonable grounds for concern criteria outlined below, then he will take action immediately.

**Examples of reasonable grounds for concern are:**

- specific indication from the child that he/she was abused;
- an account by the person who saw the child being abused;
- evidence, such as an injury or behaviour which is consistent with abuse and unlikely to be caused in another way;

- an injury or behaviour which is consistent with abuse and with an innocent explanation but where there are corroborative indicators supporting the concern that it may be a case of abuse. An example of this would be a pattern of injuries, an implausible explanation, other indications of abuse, dysfunctional behaviour;
- Consistent indication over a period of time that a child is suffering from emotional or physical neglect.

## **8. Child Protection Policy Review**

**Rromane Siklövne** will review their Child Protection Policy on an annual basis. The next review will take place in January 2022

Feedback on the policy will be sought from: staff and volunteers; children and young people attending; and from anyone else involved with the program.

The review will assess:

- whether all parts of this policy and related procedures are being successfully adhered to and whether any alterations are necessary
- which staff member will be the Child/Youth Safety Officer for the coming year
- any training needs for the coming year
- changes or updates in information and/or law related to Child Protection

Notification of our policy and any changes devised will be displayed on the **Rromane Siklövne** website and shared to all workers and volunteers through internal channels.