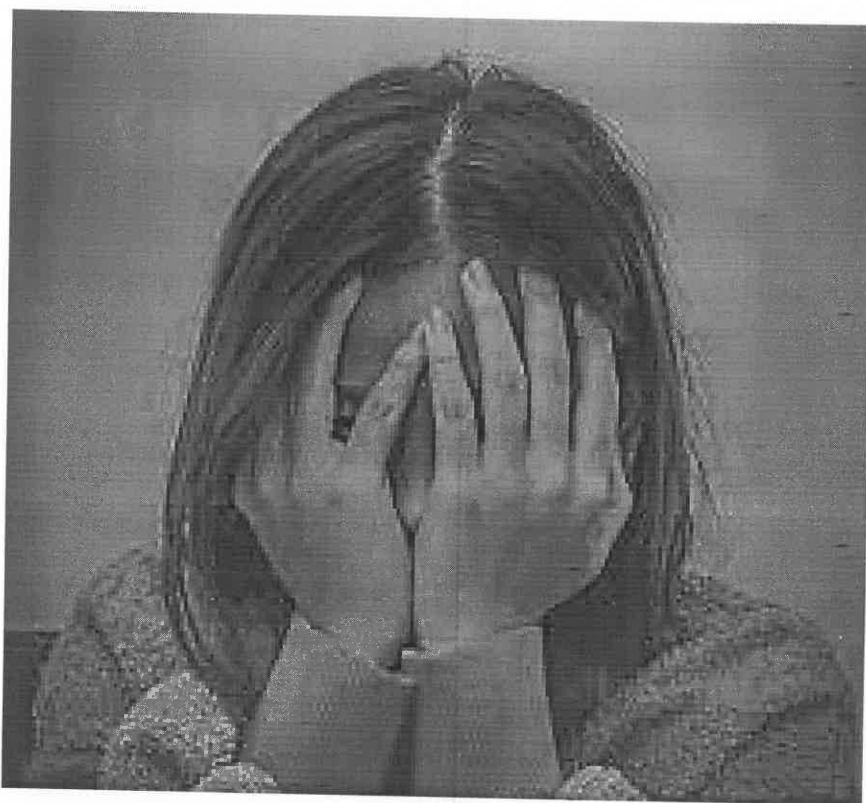


# **SAUGAHT FOUNDATION**

*Supporting the downtrodden since 2005*

## **Child Protection Policy**



*Photograph courtesy Google images*

***Children are the hope of our future ... Let's pledge to protect them***

# Adoption of our 'Child Protection Policy'

## The Resolutions:-

We the members of the Governing Body of SAUGAHT FOUNDATION take this resolution for our adoption of the 'Child Protection Policy, as described below:-

The child protection policy of SAUGAHT FOUNDATION is a guideline of our organization, which makes it clear as to what we should do to keep children safe. As a community development organisation SAUGAHT FOUNDATION is committed to promoting the rights of children including protecting their rights from harmful influences, abuse, and exploitation. The purpose of setting out this policy is to offer the children a safe and welcoming environment where the children can grow up with their rights. We look forward that our employees will work to secure children's best interests at the heart of their involvement in our organizational activities. In addition, we will take positive action to prevent child abusers against any employee who abuses a child.

## Aims of the Policy Adoption:-

This policy-directive aims to describe how the child can be kept safe, how things can be made better for the children, and what support they need for protection from violence, exploitation, abuse, and neglect.

The core principle of the child protection policy of SAUGAHT FOUNDATION aims to safeguard four types of child abuse, which include neglect, physical, emotional, and sexual. This will promote assistance for the children, especially of underprivileged indigenous communities, for integrating them into the mainstream society. This aims to provide activities for children and young adults of either sex to help them for growing up from childhood into adulthood and to provide support for them.

Based on the above-mentioned guiding principles SAUGAHT FOUNDATION will address the basic needs of our target group of children and young adults to ensure that they don't remain neglected which involves the absence of parental care, not being physically exploited which involves bodily harm inflicted on the child, subjugated psychologically or emotionally, which involves manners that cause mental agony of the children; and most importantly sexual extortion, which involves behaviour intended for the offender's sexual abuse with the children.



## Methodology / Procedure

### Engagement of one Child Protection Personnel:-

SAUGAHT FOUNDATION will appoint/engage a child protection personnel/staff/representative, whose name will be recorded and be displayed in the centre of activities/project, dealing with the children below 18 years. If any project worker has any child safety concerns, he/she should discuss them with the Child Protection Personnel. He/she will take on the following responsibilities:

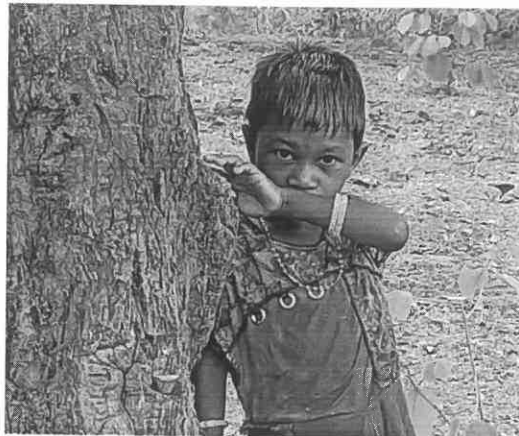
- Ensuring that the policy is being put into practice;
- Being the first point of contact for child protection issues;
- Keeping a record of any concerns expressed about child protection issues;
- Bringing any child protection concerns to the notice of the Governing Body
- Ensuring that paid staff and volunteers are given appropriate supervision.
- Organising training events for the staff /workers/volunteers on child protection
- Act as a nominated child Protection representative in the Governing Body

### Child Safety:-

SAUGAHT FOUNDATION will ensure that the areas we will be using for activities with children remain safe and fit for the children.

We will make sure that all workers and assistants know:-

- What to do in the event of any kind of emergency,
- Who is the responsible person for providing First Aid and where the first aid kit is kept,
- Whom to contact first among the management people in an emergency and the procedure to contact.



### Our organisation will develop a system that:-

- Each child and young person under any project with the children will be formally registered within the project.
- A separate file may be developed containing information about the project's children. The information includes an 'MIS form' which their parent/guardian will be asked to fill-up. These forms have vital information about health and emergency contacts.
- An attendance register will be maintained for each project activity.

## **SAUGAHT FOUNDATION management will ensure that:-**

- Continuous supervision of paid workers and volunteers is on to oversee whether they stick to the child protection guiding policies properly or not.
- The Child Protection Policy applies to everyone working for or associated with SAUGAHT FOUNDATION. It encompasses our entire organization including Staff at all levels - in offices, in the field or elsewhere including Governing Body Members, our associates – such as volunteers, community volunteers, sponsors, consultants and contractors. This includes also the staff and/or representatives of partner organizations and local governments who have been brought into contact with our project children working for or with SAUGAHT FOUNDATION, as well as our Visitors – e.g. donors, journalists, media, researchers, celebrities, staff family members, etc., who may come into contact with children are also bound by this policy.



## **Trips/Outings with project children/young adults:-**

When SAUGAHT FOUNDATION will be organising a trip/outing with our project children/young adults, we will make sure that the parents/ guardians give their consent for respective children. A specially designed form for this trip/outing will be completed with their consent and signed by the respective guardians.

- A group of children or young adults under 18 years should not be left unattended at any time during these outings.
- Our staff involved in those outings should avoid being alone with an individual child or young adult for a long time. If there is a need to be alone with a child or a young adult, we will make sure that another worker knows where they are and why.
- At no time should a volunteer or worker from any external organisation arrange to meet a child / young person away from the activity without someone else being there.
- Teenage assistants should always be supervised.
- It should be made clear with the parents/ guardians as to where and when the children or young people would be returned to.

## Engaging New Workers:-

SAUGAHT FOUNDATION believes that workers and assistants of children-project are the most vital human resource, because they will be working with children and young adults. When recruiting and selecting such workers and volunteers, following steps will be taken:

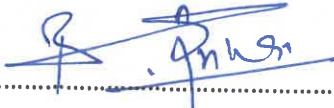
- Completion of an application form;
- An interview by three people from the Governing Body , who will take the final decision;
- Checking of the applicants' identity cards issued by the various departments of Government of India , (driving license/voter ID card/ AADHAR Card etc), and keeping copies of those documents in the office HR file.
- Taking up references prior to the person starting work;
- Ensuring criminal record checks have been carried out through Police Department;
- A probationary period of 3 months for new paid workers and volunteers;
- Allowing no unaccompanied access to children until all of the above have been completed;
- Ensuring good practice is followed in working with children and young people by providing appropriate training and guidance to the new workers ;


## Review:-

The child protection policy of SAUGAHT FOUNDATION will be reviewed on an annual basis to ensure that it meets the aims to safeguard child abuse. This will be amended as per changes in laws enforced by the government and also as per changes in environment in the society.

The child protection policy has been reviewed by the higher authorities of our organization which is being passed and signed by the following members of the Governing Body of SAUGAHT FOUNDATION. At+ Post – Sudna, PS- Medininagar , Jharkhand 822102

Signed by:-

(1)..........(Pradeep Kumar Sinha), President

(2)..........(Jitendra Kumar Pandey), Secretary

(3)..........(Vivekanand Pandey), Treasurer

Date: .....12.05.2022.....