



Directors: Ben Fitzgerald and Rosie Frost

KINDCODY POLICY - SAFEGUARDING POLICY

Revised: 10 APRIL 2021

Policy

1. All services funded by KINDCODY are provided under the organisation's commitment to safeguarding and promoting the rights of children and all its staff and volunteers share this commitment. The foundation commits itself to making every effort to protect every child that benefits of its services from any form of abuse.

2. All staff will have child protection training so that they can recognize and respond to child welfare concerns. A basic training will include:
 - Explanation of the children rights (UN Convention) and the situation in Iraq.
 - Child protection in Iraq: legislation and institutional setting.
 - Recognition of child abuse symptoms and steps to take in case of suspicion of abuse and neglect.
 - Educating children about their rights and about child abuse and what to do when they or other children they know are victims of abuse.

3. In order to ensure a strong child protection policy to its projects undertaken with children, KINDCODY is committed to:



Directors: Ben Fitzgerald and Rosie Frost

- observe safe child protection procedures in recruiting its local staff as well as volunteers
- be vigilant to medical needs of children
- designate one staff member/ clinic (or school) that is responsible for child protection
- develop whistle-blowing procedures and make them known to staff members
- develop a child complaint mechanism and make it known to children
- training of all staff in recognizing abuse and how to deal with suspicion of child abuse
- educate beneficiary children in children rights issues in a manner that is understandable to them, with detailed explanation of key concepts such as child abuse and exploitation.

Child Safe Staff Recruitment

4. Recruitment procedures must be designed in a way to identify people who are not suited to work with children, including people who might abuse children.

This policy shall apply to selection of volunteers who are equally seen by children as trustworthy persons.

5. This will include:

- Ensuring that the job description makes reference to the ability to work with children and responsibility for safeguarding and promoting children welfare



Directors: Ben Fitzgerald and Rosie Frost

- Obtaining specific recommendation letters from previous employers which will be required by the selection committee and which will make specific reference to the potential employee responsibility to work with children (ensure that the person specification includes specific reference to suitability to work with children).
- supplementary check in the person's professional environment
- clarifying / following up any concerns prior to the person's selection
- face to face interviews and checking that all the information provided in the CV is correct
- checking the candidate's health capacity for the job
- informal interviews to assess the person's attitude and suitability including empathy, patience, positive thinking

Procedures in case of suspicion or detection of child abuse

- Inform the KINDCODY management team who will ensure that correct action is taken.
- Inform the police.
- Ensure that legal procedures protect children from their perpetrators during investigation.
- Ensure confidentiality and guard against publicity which may increase the child's trauma.
- Counseling of the victim.



Directors: Ben Fitzgerald and Rosie Frost

- A disclosure log must be maintained so that the information flow is recorded if abuse is disclosed.

Note: as a part of Safeguarding-related training Staff members must be made aware of the steps they need to follow in such circumstances.

Whistleblowing

6. All staff are required to report any concerns or allegations about school practices or behavior of colleagues or volunteers that may harm or abuse children.

Staff Training

7. All staff will receive after the child protection training a statement for them to sign that they know all procedures and are committed to apply them accordingly.

Positive discipline

8. In KINDCODY educational services, the staff will be trained to apply positive discipline procedures, which are based on encouraging positive attitudes of the child while managing negative attitudes in a non-violent.

Children training

9. In addition to educating children on what children rights are, children will be taught which kind of physical contact is acceptable and which one is not, to recognize pressure that threatens their safety and well-being and develop ways to



Directors: Ben Fitzgerald and Rosie Frost

resist pressure, including knowledge on where to get help. This may have led to direct connections to girls genital mutilation and forced marriages.

10. Lessons on personal safety will reinforce the message that violence is unacceptable. This may lead to children admitting situations of domestic violence or abuse in their home setting.
11. In order to apply this policy effectively, staff will undergo annual training on to deal with such issues.

Entry into force

12. This policy is effective immediately.

Chris Frost, Chief Operating Officer