

Child Protection Policy

Summary

1.0 Statement of Commitment to Child Protection

Right To Play is an international humanitarian and development organization that uses sport and play to improve health and life skills, and foster peace for children and communities in some of the most disadvantaged areas of the world. We recognize that we have a fundamental duty of care towards children and we acknowledge our responsibilities to keep children safe while engaged in our programs and activities.

We are committed to the welfare of children around the world. We oppose all forms of abuse (including physical, sexual, emotional, and intentional neglect), discrimination, exploitation, and manipulation of children as set out in the United Nations Convention on the Rights of the Child (UNCRC).¹

Right To Play's Commitment to Children

We are committed to:

- **Responsibility:** Recognizing that child protection is our responsibility, whether or not our individual roles involve working directly with children and youth;
- **Accountability:** Actively holding ourselves and other Right To Play Team Members accountable to Right To Play child protection standards;
- **Behaviour:** Acting as role models of child-friendly behaviours and practices;
- **Equality:** Treating all children and youth equally with respect and fairness regardless of age, culture, caste, nationality, creed, ethnicity, health status (e.g. AIDS), physical and psychological ability, family situation, sex, language, racial origin, socio-economic status, religious belief and /or sexual orientation;
- **Participation:** Ensuring that children are supported to practice their right to express views on all matters which affect them and their surroundings. Their views will be adequately taken into consideration;
- **Practices:** Prohibiting corporal punishment, offensive or abusive language (including teasing and taunting), and the use of gestures or symbols that could be interpreted as insulting or provocative. We encourage positive strategies to manage children;
- **Confidentiality:** Keeping details of the victims of abuse in reported cases of abuse confidential;
- **Partnership:** Working in partnership with governments, communities, partner agencies, children and families to promote the welfare, health and development of children, and to protect them from harm; and
- **Funding:** Ensuring adequate funding is available to realize our child protection commitments.

2.0 Scope

The policy applies to all Right To Play employees, consultants, contractors, coaches, leaders and volunteers employed by or working with Right To Play International, a Right to Play National Office,

¹ The Convention on the Rights of the Child is a legally binding international instrument supporting children's rights to survival, development, participation and protection. The UNCRC was adopted in 1989, and has been signed and ratified by 194 countries.

a Right to Play Regional Office, a Right to Play Country Office, a Right to Play Project Office (all such preceding entities collectively referred to as "Right To Play") and, where possible, to individuals employed by or working for an implementing partner² (all such persons collectively referred to as "Team Members"). The policy also applies to Athlete Ambassadors, board members, and any other representatives of Right To Play who are visiting the field (collectively referred to as "representatives").

Right To Play encourages Team Members and representatives to take measures to protect all children; however the Policy is meant specifically to protect the children and youth with whom Right To Play works for any amount of time. It covers instances of abuse that occur inside and outside of project hours and locations, either witnessed or suspected by a Team Member or representative, or as disclosed to a Team Member or representative by a child.

The policy may also apply to Partners, Funders and Vendors working with Right To Play, as part of a partnership agreement.

3.0 Core Standards of Practice

For all Right To Play Team Members Working with Children

- Respond to and report actual or suspected concerns, suspicions or violations regarding any kind of abuse or exploitation by a colleague, family member or community partner. These concerns must be reported in accordance with the systems and policies outlined in this policy;
- Keep a written record of any injury that occurs, along with the details of any treatment given;
- Ensure that all Right To Play sessions are safe;
- Ensure that child rights are protected and that the Child Protection Photography Guidelines are followed when photos or videos are being taken of children, or when interviews are being conducted with them;
- Always work in an open environment and avoid being alone with one child. Ensure any private conversation with a child is in plain view of others;
- Where possible, obtain written parental or guardian consent if Right To Play is transporting children to a play day event; and
- Where possible, secure parental consent in writing to act in the place of the parent or guardian, if the need arises to administer emergency first aid and/or other medical treatment.

4.0 Procedure for Responding to Child Abuse

****Note: All email addresses and phone numbers in the reporting procedure have been removed from this public summarized document. Right To Play Team Members can access these details in their copies of the Child Protection Policy.**

4.1 Procedure for a Team Member, or representative, reporting suspected child abuse

If you witness or suspect child abuse, or if a child discloses abuse to you, follow the legal obligations of your country (including any reporting obligations that may exist), and report the incident to your Manager/Director. The Manager/Director to whom you should submit your report will be the Manager/Director at the highest level where you work. In many cases, this will be the Country

² While Right To Play should encourage all individuals working for implementing partners to abide by our Child Protection Policy, in instances where we have limited contact with leaders of implementing partners, we cannot always hold them accountable.

Manager. If you are a Right To Play Coach/Leader/Teacher, the incident should be reported to your Supervisor. Any response beyond reporting the incident to your manager will vary depending on the local procedures that have been developed for your country or region.

When child abuse is suspected, witnessed or reported, the following steps are to be taken:

Step 1: Ensure Safety of the Child

Put the child first. If a child reports an incident:

- Listen to him/her calmly and take him/her seriously;
- Never be alone with the child. If the child prefers to discuss the situation with one individual, ensure a secondary adult is in close vicinity;
- Consider if the perpetrator of abuse is male or female when determining who will speak to the child;
- Reassure the child that he/she is not to blame;
- Be honest. Do not promise confidentiality. Explain that you may have to share their secret with someone who will be able to help them. Inform the child of the steps you will take. Tell the child you believe them and are glad that they told you;
- Make sure you are clear about what the child says before you report it;
- To ensure trust and comfort of the child, do not write/ tape record information while speaking with the child. When the child is no longer in your presence record what the child said in clear and accurate detail; and
- Maintain a level of confidentiality; only discuss the matter with those necessary to protect the child, do not disclose unnecessary details.

Step 2: Report the incident to your Manager/Director using the *Child Protection Reporting Form*

- Complete the *Child Protection Reporting Form* in detail and send it to your Manager/Director within 24 hours.

Or

- If you are not comfortable reporting the suspected incident of abuse to your Manager/Director, or if you do not have a Right To Play Manager/Director (e.g. athlete ambassador) you should report the incident through the anonymous Reporting System via the website or phone using the **anonymous Right To Play Canada/US dedicated toll-free number**.

Step 3: Manager/Director receiving the report clarifies information as necessary and then reports the incident by sending the *Child Protection Reporting Form* to Headquarters immediately (not beyond 12 hours of the incident). If the child is in serious danger the Manager/Director's first step is to take immediate necessary action to ensure the safety of the child.

- The Manager/Director submits the report directly to the Human Resources Child Protection Focal at Headquarters by email or if necessary, reports via phone. Only the HR Child Protection Focal at RTP HQ will have access to this email and phone line. He/she will ensure that the privacy of any victim of abuse shall be respected, and will treat any information relating to any victim of abuse as highly confidential of all child protection reporting forms.

Step 4: Manager/Director of the country where the incident of abuse took place takes investigative action with support of Right To Play HQ. The nature of the investigation will vary, depending on who the alleged perpetrator is, as outlined in the options below:

Option A: If the alleged perpetrator is a Right To Play Team Member who is not an employee, volunteer or representative of an implementing partner:

Execute Appropriate Right To Play Protocol

- The Country Manager where the abuse took place, in collaboration with the Regional Director, will organize a child protection investigation, which may involve interviewing the accused, as well as witnesses or community members involved. Where allegations suggest a serious crime has been committed (e.g. physical assault, sexual abuse) statutory authorities (e.g. police, social services) will be notified.
- Appropriate action is taken based on the results of the investigation, as per the “Consequences” section of this policy.

Option B: If the alleged perpetrator is an employee, volunteer or representative of a partner agency:

Execute Appropriate Partner Protocol

- Country level pre-established inter-agency child protection procedures are followed that may include using mechanisms such as the UN Focal Point network. See the partnership agreement to determine procedures.

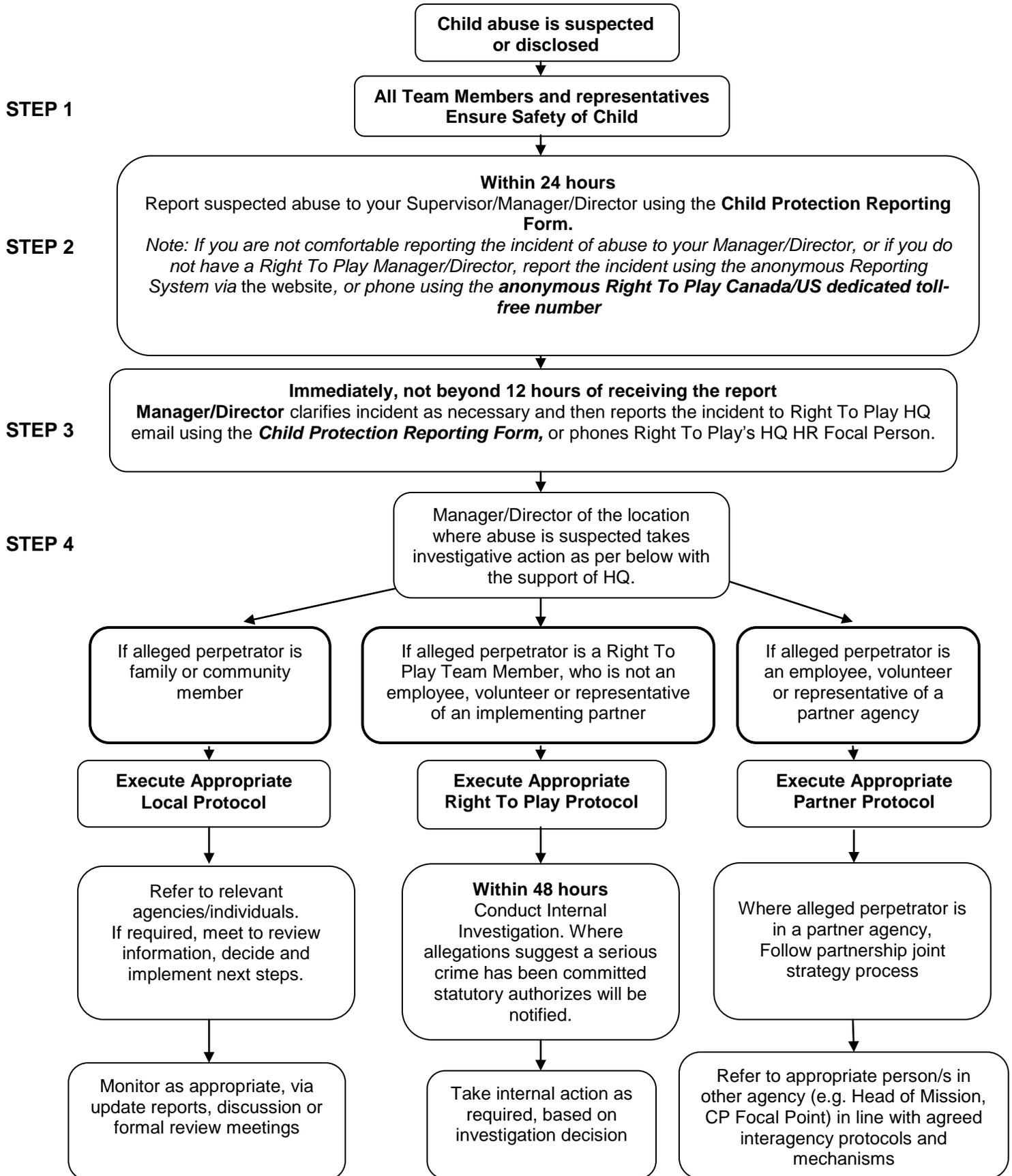
Option C: If the alleged perpetrator is family or community member:

Execute Appropriate Local Protocol

- Country/Community level Child Protection Procedures are followed that include support from informal or formal local child protection services.
- Where allegations suggest a serious offense has been committed (e.g. physical assault, sexual abuse), the statutory authorities within the country may be contacted (i.e. police, social services).

See corresponding flowchart on the next page summarizing the reporting process.

Responding to Child Abuse Flowchart



5.0 Consequences of Violations of this Policy

If a Right To Play Team Member or representative contravenes the policy, whether within or outside the context of our work, in ways that are criminal, grossly infringe children's rights, or contravene the principles and standards contained in this document, Right To Play will take immediate disciplinary action and any other action which may be appropriate to the circumstances. This may mean, for:

Staff: disciplinary action up to and including termination

Coaches/Leaders//Board Members/Athlete Ambassadors and any other volunteers: disciplinary action up to and including ending the relationship

Partners: possible withdrawal of funding/support

Contractors: possible termination of contract

In all cases, Right To Play will involve local authorities where appropriate, such as the police or child welfare agencies, to ensure the protection of children.

******Note: This is a summarized version of Right To Play's Child Protection Policy. To view a copy of the comprehensive version for Right To Play Team Members which includes roles and responsibilities of Team Members and Managers, definitions, and supporting forms please email Right To Play's Child Protection Coordinator , Laura Wright, at lwright@righttoplay.com***