



IsraAID Child Protection Safeguarding Policy

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IsraAID believes that all organizations working either directly or indirectly with children have a moral and legal responsibility to protect children within their care from both intentional and unintentional harm. This policy paper outlines the organizational strategies for fulfilling that duty of care.

EXECUTIVE SUMMARY

This policy document represents IsraAID's child protection safeguarding strategy as updated for 2019. IsraAID's mission is to support and meet the changing needs of populations affected by conflict, disasters, acute poverty, discrimination, and displacement as they move from crisis to reconstruction, recovery, and, eventually, to sustainable living. Children are of particular concern to the organization given their increased vulnerability to a wide variety of risk factors.

Child abuse in all forms is unacceptable to IsraAID, which recognizes its responsibility to protect children from harm in all areas of its work. The process of child protection at IsraAID involves creating a child-safe environment, which impacts all departments and all programs. The policy reflects current best practices and a commitment to child protection. IsraAID's priority is to promote the rights of the child and provide safeguards against harm which take into consideration the child's feelings and needs in a culturally sensitive manner. This can only be achieved if a clear statement of commitment to the welfare of children is communicated internally, for training purposes, and externally, for briefing and public dissemination.

Child abuse in all forms can occur in all societies and in all cultures. It is therefore logical that employees and others are likely to face concerns of abuse at some point. One of the aims of the Child Protection Safeguarding Policy is to provide guidance to employees and others and define expectations in dealing with issues of child protection. The Child Protection Safeguarding Policy is a statement of where IsraAID aspires to be in terms of child protection standards, taking into account national understandings of child abuse, culture, religion, national law, traditional practices and partnership arrangements.

INTRODUCTION

IsraAID is Israel's leading humanitarian non-governmental organization, committed to providing life-saving emergency relief and durable solutions for populations affected by disasters, epidemics, and post-conflict situations.

Founded in 2001, IsraAID's team of professionals responds to humanitarian emergencies in countries and develops long-term, sustainable programs. The key to IsraAID's success is a unique blend of structural flexibility coupled with an extensive network of international professionals. IsraAID's teams in the field create meaningful partnerships with national actors, focusing on capacity building and efficiently meeting the changing needs of beneficiary populations as they transition from crisis to early recovery and beyond.

IsraAID's Vision

A world where vulnerable, disaster-affected communities have the strength, support, and opportunities they need to recover from humanitarian crisis and build a more resilient future.

IsraAID's Mission

Our mission is to support people affected by humanitarian crisis. We partner with local communities around the world to provide urgent aid, assist recovery, and reduce the risk of future disasters.

IsraAID's Child Protection Objective

Child Protection prevents and responds to exploitation, neglect, abuse, and other forms of violence affecting children. IsraAID will strive to enable the fulfilment of children's rights to protection from all forms of abuse and violence within families, schools, institutions, and communities.

IsraAID's management will establish child protection standards for every mission office to ensure that child protection policies are clearly stated and that IsraAID has made every effort to keep children safe from possible abuse by staff, volunteers, sponsors, partners, and other parties affiliated with the organization.

Our objective is to ensure that IsraAID remains a child-friendly, safe environment as an essential parameter in program design, delivery, and evaluation, at the micro and macro levels.

IsraAID CHILD PROTECTION SAFEGUARDING POLICY

IsraAID recognizes the rights of all children within our care to be protected from harm in accordance with the United Nations Convention on the Rights of the Child (CRC) following the Minimum Standards for Child Protection in Humanitarian Action (CPWG). IsraAID takes this responsibility seriously and will create an organization that is safe for children, and that all efforts are made to prevent abuse.

We will do this by:

1. Preventing abuse through the implementation of systems and procedures to protect children via best recruitment practices, staff orientation and training, organizational culture, assigning clear management responsibilities, and involving children appropriately in their own protection.
2. In the event of disclosure or discovery of abuse, clear guidelines and procedures will be in place to support prompt and proper reporting, reacting, and response to incidents, prioritizing supporting victims and holding perpetrators accountable.
3. Do No Harm - In our desire to help others, we must remain respectful of the other, to make sure both the beneficiaries as well as IsraAID staff are physically safe prior to providing any psychological intervention, and not harm others in the process.
4. Obligated to seek informed consent - Informed consent is the capacity to freely give consent based on all available information, according to the age and evolving capacities of the child. IsraAID is obligated to this core value in all activities, communications, and visits.
5. Confidentiality - IsraAID is obligated to maintain ethical guidelines of confidentiality in all its actions to make sure our beneficiaries and especially minors are safe from harm.
6. IsraAID Child Protection Safeguarding Policy complies with applicable laws and regulations. It is IsraAID's policy to ensure compliance with the host country and national child welfare and protection legislation, or international standards, whichever affords greater protection.
7. Policy regarding sexual activity with children: It is IsraAID's policy that any individual under the age of 18 is a child and is underage regardless of any legal age of consent of the country in which he/she lives and/or in which the offence occurs. An underage child cannot legally give informed consent to sexual activity. Sexual activity with a child with or without their consent will be treated as a serious issue and will result in disciplinary action being taken including termination, and the pursuit of any other available legal action.

8. Accountability of management to the Child Protection policy: IsraAID management is committed to taking all appropriate corrective actions including disciplinary, legal, or other actions in response to any violation of the Child Safeguarding policy. They are committed to taking appropriate steps following any violations of the CSP, to review the applicable policies, procedures, and protocols, and to identify and address any gaps or weaknesses.

All staff, volunteers, guests, and partners will be bound to the policy.

DEVELOPMENT OF CHILD PROTECTION SAFEGUARDING POLICY

The global importance of child protection is highlighted by its inclusion in the millennium declaration as part of the Millennium Development Goals (MDG2&4). The ultimate aim of IsraAID's Child Protection Safeguarding Policy is to support the improved well-being of girls and boys, and by extension, their families and communities. The policy includes 3 main pillars: Prevention, Response and Reporting guidelines.

1. Prevention

IsraAID will adequately prepare all staff, visitors, volunteers, partners, and others affiliated with the organization to understand and carry out their child protection responsibilities and obligations. All contracts with staff, contractors, volunteers, partners, or other people affiliated with IsraAID will include a copy of the Child Protection Policy. All adults who have an interaction or access to children or children's information will act in the best interest of children.

- Where possible and practical use the "two adults" rule wherein two or more adults supervise all activities where children are involved.
- All staff and volunteers, as well as all independent service providers whose contracted responsibilities are expected to include interaction with or access to children or children's data, will be informed of the Child Protection Safeguarding Policy and will be asked to acknowledge in writing the receipt and understanding of the Child Protection Policy.
Current staff and volunteers will receive a periodic refresher training or other child protection training at least once every two years.
- Child Protection Staffing: Every field office implementing child protection programming will appoint a Child Protection Focal Point to provide technical support for child protection issues. A technical reference point at headquarters will act as the focal point for missions not implementing programming specifically targeting children and child protection
- Trainings: The IsraAID Child Protection Safeguarding policy will be signed and recognized by new employees in the organization during the orientation process. Additional trainings will be held according to need.

1.1 Behavioral Protocols

Rules of behavior to protect children are based on local and culturally appropriate interactions with children and are the responsibility of the Country Director at the field level. All staff and volunteers must abide by and acknowledge in writing the receipt and understanding of the Child Protection Policy. Signed agreements will be kept in personnel files by the relevant office.

The following behaviors are those to which all IsraAID staff, volunteers, visitors, and service providers must adhere:

- Mindfulness of perception and appearance in language, actions, and relationships with children;
- Behavior which demonstrates respect for children and their rights;
- Ensure that all physical contact with children is culturally appropriate;
- Use positive, non-violent methods to manage children's behavior;
- Be accountable for one's own response to a child's behavior, even if a child behaves in a sexually inappropriate manner; adults avoid being placed in a compromising or vulnerable position with children
- Cooperate with child protection related investigations (internal and external) and make available any documentation or other information necessary for the completion of the investigation.

The following behaviors are unacceptable conduct for all IsraAID staff, volunteers, visitors, and service providers:

- Behave in an inappropriate physical manner, or develop a sexual relationship with a child (under 18 years old), regardless of the country specific legal age of consent;
- Fondle, hold, kiss, hug, or touch children in an inappropriate or culturally insensitive way;
- Use language, make suggestions, or offer advice which is inappropriate or abusive, including language that causes shame or humiliation, or is belittling or degrading;
- Condone or participate in behavior with children which is illegal, unsafe, or abusive, including harmful traditional practices, spiritual or ritualistic abuse;
- Hire children in any form of child labor, including hiring children as "house help" (child labor is work that is mentally, physically, socially or morally dangerous and harmful to children, or that interferes with their schooling);
- Hit or use other corporal punishment against a child.

2. Corrective Action

Failure to uphold the Child Protection Safeguarding Policy, or other inappropriate behavior toward children, is grounds for discipline, up to and including termination of the working relationship or dismissal from employment.

2.1 Management & Responsibility for the Child Protection Safeguarding Policy

1. **IsraAID's Board of Directors** has overall responsibility for the Child Protection Safeguarding Policy.

2. **HQ Level Directors** are responsible for determining policy and good practice, in line with international standards and best practices, as well as local laws, norms and customs.
3. **Field Managers** are responsible for the day-to-day operations of the Child Protection Procedures in accordance with the policy. Managers ensure that the Child Protection Safeguarding Policy is carried out across the organization. Managers have direct responsibility for ensuring that all individuals, whatever their status or role, who encounter children, receive full training on this policy and its accompanying procedures. Should concerns of child abuse arise, managers have the responsibility to ensure that mandatory internal reporting occurs to protect the child. They must also decide on the correct course of action, based on this policy and its accompanying procedures; in all cases, the “best interest of the child” will be the main priority.
4. **Employees (and others)** should be made aware, through this policy document, of their responsibilities and duty of care to ensure child abuse is prevented. In addition, employees and others should also be aware of their role in protecting children and their responsibility regarding mandatory reporting in cases where they witness, are exposed to allegations, disclosures, or suspicions of child abuse.
5. **Partners:** IsraAID is committed to sustainable programming, accompanying national service providers in implementing protection programs. This strategy represents a major challenge in that it seeks to develop the autonomy of a partner at the same time as having a legal and moral responsibility (a duty of care) for the children ultimately under its care (but outside of its immediate control) in the project. This policy should be clearly identified as one of the fundamental elements required before any partnership agreement is signed.
6. **Volunteers:** It is the responsibility of all staff and volunteers to protect children “from all forms of physical and mental violence, injury or abuse” (UN Convention on the Rights of the Child – Article 19). Volunteering is a great opportunity to directly support relief and development work. However, measures must be put into place to keep children safe while allowing volunteers to support projects, partners, and activities. Volunteers provide a wide range of services and contribute a dynamic element to the organization’s work. Managers have a responsibility to identify the areas wherein procedures for employees and others can be applied and/or new procedures can be adapted to meet the specific, creative roles of volunteers. All volunteers have the responsibility to report any concerns of child abuse, and are obliged to uphold the Child Protection safeguarding Policy.

3. Reporting-raising and Reporting Concerns

Any person working or encountering children, supporting or attending an event organized by the organization, has a responsibility to raise and report concerns regarding the safety or welfare of children.

Employees and others should report concerns directly to their line manager and/or the Human Resources Manager. Managers have a responsibility to ensure that a clear, detailed reporting mechanism by which concerns can be raised quickly and effectively is in place, and disseminated among staff, volunteers, and beneficiaries, and translated into local languages where necessary.

IsraAID will ensure that the interests of anyone reporting such concerns are properly protected and all reports *made in good faith* will be viewed as evidence of the individual's concern for the best interest of the child and the organization. This will remain the case regardless of the outcome of any subsequent investigation.

Annex 1: GLOSSARY

CHILD

For the purposes of this document, a “child” is defined as anyone under the age of 18, in line with the **UN Convention on the Rights of the Child**.

CHILD ABUSE

According to the **World Health Organization**, “Child abuse” or “maltreatment” constitutes “all forms of physical and/or emotional ill-treatment, sexual abuse, neglect, or negligent treatment or commercial or other exploitation, resulting in actual or potential harm to the child’s health, survival, development or dignity in the context of a relationship of responsibility, trust or power.”

CHILD PARTICIPATION

Anyone below the age of 18 taking part in a process or playing a role in a process at his/her level, according to their evolving capacities – children and young people thinking for themselves, expressing their views effectively, and interacting in a positive way with other people; involving children in the decisions which affect their lives, the lives of the community and the larger society in which they live.

CHILD PROTECTION

A broad term used to describe philosophies, policies, standards, guidelines, and procedures to protect children from both intentional and unintentional harm. In the current context, it applies particularly to the duty of organizations – and individuals associated with those organizations – towards children in their care.

DIRECT CONTACT WITH CHILDREN

Being in the physical presence of a child or children in the context of the organization’s work, whether contact is occasional or regular, short or long term.

INDIRECT CONTACT WITH CHILDREN

- Having access to children’s information in the context of the organization’s work, such as children’s names, locations (addresses of individuals or projects), photographs and case studies.
- Providing funding for organizations that work ‘directly’ with children.

CHILD PROTECTION SAFEGUARDING POLICY

A statement of intent that demonstrates a commitment to safeguard children from harm and makes clear to all what is required in relation to the protection of children. It helps to create a safe and positive environment for children and to show that the organization is taking its duty and responsibility of care seriously.

CHILD'S RESILIENCE

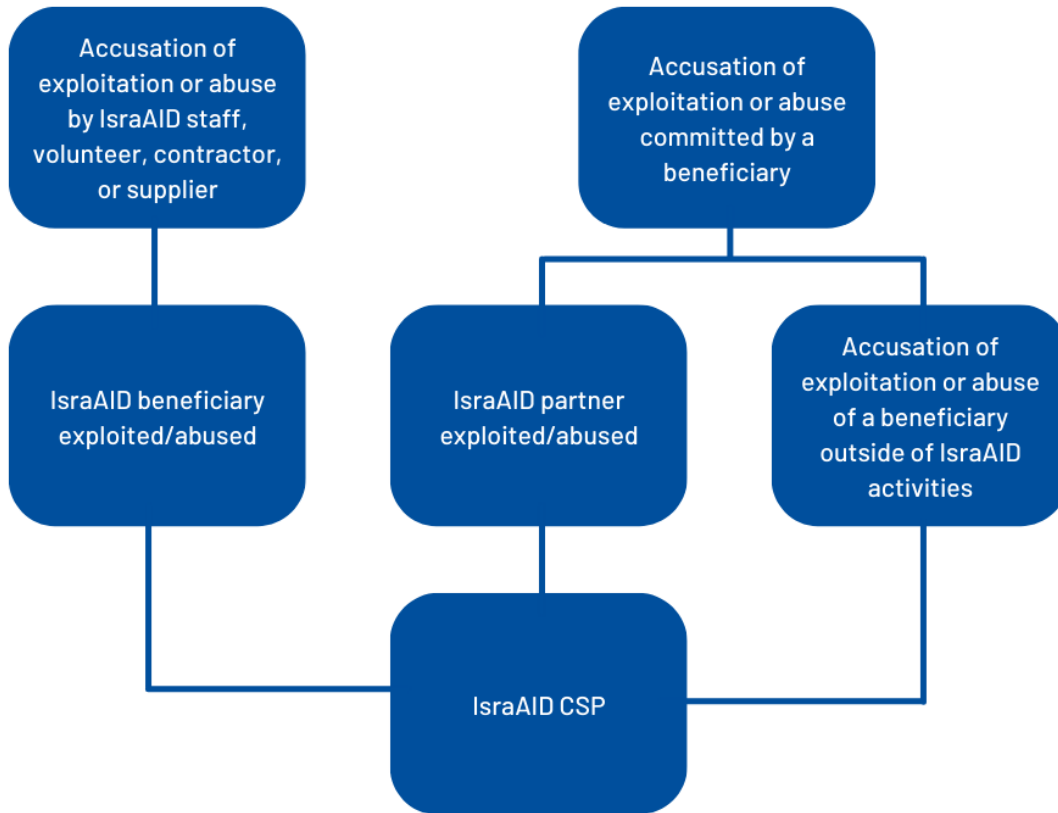
A child's success in addressing and coping with their situation depends on the pattern of risks and protective factors in their social environments, and also on their internal strengths and capabilities.

Annex 2: Universal Categories of Child Protection

The four universal categories of child abuse are defined as follows:

- **SGBV- Sexual abuse** – Actual or threatened sexual exploitation of a child including all forms of sexual activity such as rape, incest, prostitution, transactional sex and pornography. Please note, child labor, and particularly the worst forms of child labor, as defined by the International Labor Organization (ILO) may fall into this category.
- **Physical injury** – Actual or likely physical injury to any child or failure to prevent physical injury or suffering. Please note, child labor, and particularly the worst forms of child labor, as defined by the International Labor Organization (ILO) may fall into this category.
- **Neglect** – The persistent or severe neglect of a child or the failure to protect a child from exposure to any kind of danger including cold or starvation, failure to carry out important aspects of care resulting in the impairment of the child's health or development. It is important to note cultural differences before determining a case of neglect.
- **Emotional abuse** – Actual or likely severe adverse effect on the emotional and behavioral development of a child caused by persistent or severe emotional ill-treatment or rejection. All abuse involves emotional ill-treatment.

Annex 3: Policy Response to Suspected Child Abuse



Annex 4: Reporting Concerns Template

If you are concerned about the safety and welfare of a child, you must follow this procedure:

WHAT ARE THE CIRCUMSTANCES THAT DREW YOUR ATTENTION TO A POSSIBLE INCIDENT?		
Did you witness child abuse?	YES	NO
Do you suspect someone of child abuse?	YES	NO
Has someone alleged abuse of a child?	YES	NO
Has someone disclosed abuse of a child to you?	YES	NO

DOES YOUR CONCERN INCLUDE ANY OF THE FOLLOWING?

Do you think a child may have been neglected ?	YES	NO
Do you think a child may have been physically abused?	YES	NO
Do you think a child may have been emotionally abused?	YES	NO
Do you think a child may have been sexually abused?	YES	NO

Your concern is justified if you answered yes to any of the questions above. Your duty is to report your concerns to one of the following persons. Don't delay – a child may be at risk of serious harm.

Name:
Title:
Mission:
Telephone:
E-mail:

If you have concerns about informing the in-country manager, please refer your concerns to headquarters.

Annex 5: Code of Conduct Child Protection Declaration

Declaration to be made by all persons under (voluntary or remunerated) contract

I, the undersigned, _____ hereby declare:

1. That I have not in the past been subject to any sentence for individual behavior incompatible with the responsibility of working with children or minors, and have never been subject to any administrative measure of investigation for criminal acts or breach of conduct jeopardizing the physical or psychological integrity of children;
2. That I have received and taken due note of the document relating to the Child Protection Safeguarding Policy and that I will uphold this policy;
3. That I have been informed that in the event of suspicion of behavior incompatible with the responsibility for children and contrary to the Child Protection Safeguarding Policy established by IsraAID, the organization reserves the right to take protective measures involving provisional suspension;
4. That I have been informed that in the event of consistent evidence and known incidents contradictory to the policy, the organization will take appropriate administrative and

legal measures, regardless of time or place, both in the country where the incident is alleged to have taken place and in my country of origin and/or residency;

5. That I have been informed that in the event of a termination of contract on the grounds of violation of the physical and/or psychological integrity of children, the organization reserves the right to inform other institutions which may apply for professional references of the termination of contract for serious violation of child protection principles, within the legislative framework applicable to the protection of information.

Name: _____

Signed: _____

Date: _____

Location: _____

Annex 6: Code of Conduct For Community-Based Focal Point and Social Workers Operating In Child Friendly Spaces

IsraAID's Commitment

IsraAID works with vulnerable communities affected by conflict and displacement, who find themselves in situations where they can be exploited and/or abused. According to IASC guidelines (2011) CFS (Child Friendly Spaces) are widely used in emergencies as a first response to children's needs and an entry point for working with affected communities. CFS are used as temporary supports that contribute to the care and protection of children in emergencies.

IsraAID's Staff in CFS

The CFS is a mean of community mobilization. As such, the staff working in the CFS includes community-based focal points who are selected and trained by IsraAID's social workers. IsraAID social workers coordinate and facilitate the activities in collaboration with the community-based focal points. IsraAID social workers and the Community-based Focal Points (CFS staff) are trained according to IASC guidelines and Minimum Standards for Child Protection (CPWG) on the ethics, guidelines and communication skills needed for working with children in emergency situations.

IsraAID, as an International Non-Governmental Organization is committed to follow the IASC guidelines for CFS in Emergencies and the Minimum Standards for Child Protection (CPWG) working with children who are affected by conflict, displacement and distress.

IsraAID is committed to promoting an environment in which all its employees, community-based focal points, and volunteers, uphold the highest standards of professional and personal conduct.

Undertakings

IsraAID's CFS staff commit to:

- (1) Respect and promote the fundamental rights of all children, without discrimination of any kind, irrespective of race, religion, gender, ethnicity, sexual orientation, political belief, social status or disability;
- (2) Ensuring the best interest of the child in all actions and activities;
- (3) Never commit any act of harassment that could result in physical, sexual, or emotional harm to a child;
- (4) Maintain the ethics and principles of confidentiality at all times. Never share information about a child without obtaining informed consent from the child and their parents. You can consult the social worker if necessary;
- (5) Never use violence, exploitation and abuse towards children, including sexual exploitation and abuse;
- (6) Behavioral guidance is defined as the way to help children gain understanding and learn skills that will help them manage and regulate their own behavior. Never use harmful methods such as physical punishment, depriving food or water, or verbal humiliation as a part of behavioral guidance.
- (7) Report any act of abuse to a social worker, especially against vulnerable populations (women, children, the elderly, and people with disabilities).

By accepting cooperation with IsraAID, the Community-based Focal Points working in the CFS, accordingly assume the duty of humanitarian care and ethical conduct that go along with these responsibilities.

By signing this code of conduct, the Community-based Focal Points thereby signal their responsibility to uphold their standards of behavior accordingly.

Name: _____

Date: _____

Signature or Thumbprint: _____

Annex 7: Child Protection Categories: (According to the child protection rapid assessment toolkit CPWG)

a) Unaccompanied and separated children

1. Patterns of separation from usual caregivers of children
2. Types of care arrangement for separated and unaccompanied children and existing gaps
3. Capacities and mechanisms in the community to respond to child separation
4. Patterns and levels of institutionalization of children
5. Laws, policies, and common practices on adoption (in and out of country).

b) Dangers and Injury

6. Nature and extent of any hazards for children in the environment (i.e. open pit latrines, dangling electrical wires, landmines, or other explosives in the vicinity of the residence, small arms, camps close to roads, etc.)

c) Physical violence and other harmful practices

7. Types and levels of violence towards children in the community
8. Causes and level of risk of death and/or severe injury to children resulting from violence and/or harmful practices
9. Existence of children's active participation in acts of violence
10. Existing scale of child marriage and likely new risks as a result of the emergency.

d) Sexual violence

11. Specific risks of sexual violence for children
12. How different forms of sexual violence are viewed by families (including youth/children), community leaders, and government counterparts, and how this is normally dealt with.
13. Availability and accessibility of essential sexual violence response services for children (especially health and psychosocial services)
14. Common harmful practices (domestic and/or societal).

e) Psychosocial distress and mental disorders

15. Sources of stress and signs of psychosocial distress among children and their caregivers
16. Children's and their caregivers' (positive and negative) coping mechanisms
17. Capacities for provision of people/resources at the community level to provide support for children
18. Accessibility of basic services to children, regardless of their age, sex, background, and their different abilities
18. 19. Risks, and types, of discrimination against specific groups of children.

g) Information needs and communication channels

19. Common information-sharing channels (for children and adults) and child protection information needs.

h) Child labor

20. Existing patterns and scale of the worst forms of child labor
21. Likely increase in children's exposure to worst forms of child labor as a result of the emergency

i) Children associated with armed forces or armed groups

22. Past and current trends in involvement/association of children with armed forces and groups. Sex- and age-disaggregation should be considered whenever appropriate.

Annex 8: Communication guidelines

Communications and media guidelines regarding child protection:

1. Guidelines for Visitors:

Children are not to be photographed under any circumstances without explicit parental permission. This is relevant both to the children's rights and to their parents' sense of parenthood. This will usually create a more positive experience for both sides.

2. Guidelines for IsraAID's staff on the field:

- Do not take images of children unless they are related to our work directly.
- Do not document unaccompanied minors.
- When documenting minors, always request parental approval.
- Children are the easiest to portray as helpless and miserable, avoid that.

Consent

Photographers should be granted approval from participants.

Informed consent

Consent by individuals (human photo subjects) to photography and the use of their images after achieving an understanding of the purpose of the photographs and what is involved in participating or declining participation in the photographic process. Requests for verbal consent need to be offered in a language the participant can understand and they must have the option to decline. Use a translator if needed.

Written Consent

Written consent should be taken when:

- There is a specific purpose to the images. With campaigns, advertisements, photo/video-based programs, or any other situation in which verbal consent might not be enough, the photographer should seek written consent.
- Individuals are photographed in the context of culturally sensitive, politically sensitive, taboo, or high-stigma issues.
- Individuals may be put at risk of reprisal, violence, or rejection in their communities as a result of exposing their identity or personal story through photographs, captions, or any other associated documentation.
- Individuals or groups have a risk of exposure and need to fully understand the possible reach of what they are sharing.

- Participants of a program (i.e. MHPSS workshops) should sign a general release before participating
- Written consent should be in a language the participant can understand and with an acceptable form of signing.