



Association for Liberty and Equality of Gender- A.L.E.G.'s

Child Safeguarding Standards

- 2023, revised version -

Introduction

A.L.E.G. is a Romanian nongovernmental organisation active since 2004 on promoting gender equality and fighting gender-based violence. Through its licensed and accredited Information and Counselling Centre, A.L.E.G. provides specialised support to survivors of gender-based violence and persons at risk of gender-based violence, including minors. We encounter youth-minors especially in information and educational activities, with a focus on gender based violence prevention addressing teenagers, but also when they are survivors themselves or witnesses to violence.

A.L.E.G. believes that individuals and organisations have an obligation to take proactive measures to protect and promote the welfare of children/youth. A.L.E.G. has the moral and legal obligation to ensure that comprehensive policies and procedures are in place to protect the children/youth and vulnerable adults with whom we may come into contact.

The types of activities with children/youth during which we must guarantee their safety through instruments and special forms:

- *Direct contact activities* – meaning children's/youth's physical presence and direct interaction with them. These types of activities also include phone or online discussions. For example: events, camps, festivals, work meetings, workshops, conferences, celebrations, interactive awareness activities etc.;
- *Indirect contact activities* – include access to personal data, access to pictures, information, case specifications, testimonials. An indirect contact could be the communication through a third person, but also the testimonials or statements made as if they were from a child/youth. Examples of this type are the campaigns, festivals that use pictures and stories with children, online surveys, research about and with children/youth, that use data about children/youth, publications with and about children/youth, with their pictures.

The present document is in accordance with Keeping Children Safe¹ Standard 1 - *'Policy: - the organisation develops a policy that describes how it is committed to preventing and responding appropriately to incidents of harm to children'*. This part is the core of the policy - and is reinforced by the Code of Conduct, PSEAG policy that all A.L.E.G. representatives must adhere to. Also The child safeguarding is in accordance with the following KCS Standard 2: *'People: The organisation places clear responsibilities and expectations on its staff and associates and supports them to understand and act in line with these.'* Standard 3 - *'Procedures: The organisation creates a child-safe environment through implementing Child Safeguarding procedures that are applied across the organisation'*; and Standard 4 - *'Accountability: The organisation monitors and reviews its safeguarding measures'*.

¹ <https://www.keepingchildrensafe.global/international-child-safeguarding-standards/>

The present Safeguarding Standards are based on the following set of principles:

- *All children/youth have equal rights to protection from harm*
- *Everybody has a responsibility to support the protection of children/youth*
- *The organisation has a duty of care to children/youth with whom it works, is in contact with, or who are affected by its work and operations*
- *All actions on child/youth safeguarding are taken in the best interests of the child, which are supreme*

Standard 1. POLICY

Statement of commitment - A.L.E.G. is committed to prevent and respond appropriately to harm to children/youth. The policy reflects the rights of children to protection from abuse and exploitation as outlined in the United Nations Convention of the Rights of the Child².

Child safeguarding policy consists of a framework of measures and conditions through which limits the risks the children/youth may be exposed to during their collaboration with the organisation and during the activities involving the adult personnel of the organisation.

Child safeguarding is the responsibility of all actors and must be taken into consideration during all interactions with minors, at project level or implemented activity level.

Child safeguarding refers to the active measures that can be taken in order to limit the direct and indirect collateral risks which could affect children/youth in the interaction with A.L.E.G.'s personnel, during the activities organised by A.L.E.G. or by the organisations and personnel with which A.L.E.G. collaborates.

Associated risks can be: physical violence (including bodily punishment), sexual violence, exploitation and abuse, economic exploitation, the impossibility of ensuring physical and emotional safety, neglecting physical, emotional and psychological needs, harmful cultural practices, violation of privacy and exposure without permission.

In this regard, the creation of a safeguarding framework for children and their parents/legal representatives or chaperones, is sine qua non. A.L.E.G. created a set of instruments, internal documents applicable to a broad range of interactions, that needs to be brought to the attention of participants, before the start of the activities, therefore ensuring their information, approval and consent.

² <https://www.ohchr.org/en/instruments-mechanisms/instruments/convention-rights-child>

Policy Purpose

A.L.E.G.'s Child Safeguarding Policy is designed to protect children who come into contact with the organisation and its partners from physical, emotional and sexual abuse, neglect as well as commercial and sexual exploitation. This policy enables us to prevent, identify, report and respond to child safeguarding concerns - and ensure accountability and transparency at all times.

This Safeguarding Policy is a statement that outlines A.L.E.G.'s commitment to safeguard children/youth and vulnerable adults who may encounter our organisation. The policy provides a framework of principles, standards, and guidelines for both individual and organisational practice.

Through the implementation of this policy, A.L.E.G. is committed to ensure that staff, volunteers, and others working on behalf of our organisation understand and prioritise the safety and welfare of minors at all times.

The Safeguarding Policy promotes children's rights and protects them from harm, abuse, neglect, exploitation, and violence. A.L.E.G. works mostly with women and children who

experience domestic violence. The policy has been developed to ensure appropriate and effective intervention.

A.L.E.G. is a friendly and safe organisation for children/youth where they are respected, protected, and valued. The policy outlines practical steps to increase A.L.E.G.'s capacity to manage and reduce risks of child abuse associated with delivering supporting activities.

Legal Framework

In implementing the current policy A.L.E.G. submits to the Romanian legislations affecting children (Law 272/2004³ for protection of children's rights, as well to legislation for the rights of persons with disability (*Legea nr 448/2006⁴ privind protecția și promovarea drepturilor persoanelor cu handicap*), legal provisions regarding non-discrimination (*Legea nr. 167/2020⁵ pentru modificarea și completarea Ordonanței Guvernului nr. 137/2000⁶ privind prevenirea și sancționarea tuturor formelor de discriminare*), and good practices in the area of youth work.

The United Nations Convention of the Rights of the Child was ratified by Romania by Law 18/1990⁷. Through this law, Romania guarantees the rights of all children in order that they

³ <https://www.mmuncii.ro/j33/images/Documente/Legislatie/L272-2004-R.pdf>

⁴ <https://legislatie.just.ro/Public/DetaliiDocumentAfis/77815>

⁵ <https://legislatie.just.ro/Public/DetaliiDocumentAfis/228723>

⁶ <https://legislatie.just.ro/Public/DetaliiDocument/24129>

⁷ <https://legislatie.just.ro/Public/DetaliiDocumentAfis/761>

may be able as adults to fully contribute to the economic and social development of their country. Art. 27 recognizes the right of every child to a standard of living adequate for the

child's physical, mental, and social development. „*Violence against children*” defines and refers to „*any type of violence, damage or physical or mental abuse, abandonment, neglect, maltreatment or exploitation, including sexual abuse*” (according to art. 19 of the UN Convention) – *to the deliberate use of physical force or power, or to threaten to use it against a child by a person or a group, which has or can have consequences over the child's health, life, development or dignity*”

Law 272/2004 for protection of children's rights, in Art. 47, states that all children have the right to receive an education that allows the development of their aptitudes and personality and that prepares them to be contributing members of society.

A.L.E.G. works according to the law in force (Law no. 272/2004 on the protection and promotion of children's rights, republished, as subsequently amended and supplemented) the child's special protection represents all measures, benefits and services intended to care for

and bring up the child who temporarily and permanently lacks his/her parents' protection or for whom, in view of protecting his/her interests cannot be left in their care. The rights of the child aim to ensure their protection against some risk situations, such as illegal transfer abroad, violence, abuse or neglect by parents or carers, sexual or any other abuse, involvement in illicit drugs and human trafficking.

According to Law 272/2004 a child is a human being under the age of 18, who has not acquired full capacity of exercise. Children have the right to receive protection and support, to fully achieve and exercise their rights, in accordance with the present law. (art. 5)

Prevention and intervention in violence against children and family violence, HG 49/2011⁸- Methodology on prevention and intervention in the multidisciplinary team and the network in situations of violence against children and family violence. Annex 1 refers at II.2 “*Family violence includes a common part of violence against children, namely physical, emotional and/or psychological, sexual and neglect, done by parents or legal representative, and part of the adult victim.*” and at the II.2.1. *A child witnessing family violence indirectly suffers emotional and /or psychological abuse.* The Governmental Decision approach at point III.2.1. Violence against women living in family and at III.2.2. Violence against children in the family.

A.L.E.G., as accredited and licensed private social service provider promotes and guarantees the rights of the child/youth, as stipulated by the Constitution and the law, in accordance with the provisions of the UN Convention on the Rights of the Child, ratified through Law no. 18/1990, republished, and with the other international regulations in this field, to which Romania is a State party.

⁸ <https://legislatie.just.ro/Public/DetaliuDocumentAfis/126229>

A.L.E.G. is committed to ensure that in everything that does, children and young people are safe, their rights are protected, and they are treated with dignity and respect. Also ensures a safe and nurturing environment for children and young people where they can form trusting relationships and be supported to become strong and resilient.

Safeguarding means preventing harm to people in the delivery of development and humanitarian assistance.

A.L.E.G. understands safeguarding as taking all reasonable steps to prevent harm from occurring both to the recipients of aid and to people delivering it, and responding appropriately when harm occurs.

Safeguarding. Represents a commitment by those working in the social sector to ensure that their organisations “do no harm” and that they meet the responsibilities set out in the UN Convention on the Rights of the Child to protect children from all forms of abuse, neglect, exploitation and violence.

Do no harm. Is a principle that has been used in the humanitarian sector but can equally be applied to the development field. It refers to organisations’ responsibility to minimise the harm they may be doing inadvertently as a result of their organisational activities.

Non-discrimination and inclusion. Staff and associates must provide support and services in a way that does not discriminate against any child or youth based on their race, colour, sex or gender, language, religion, political or other opinion, national or social origin, property, birth or other status. This involves providing equal access to support and services appropriate to each person’s needs and experiences. Where appropriate, additional measures should be taken to ensure the safety and well-being of groups of children who may be particularly vulnerable to abuse in the specific context (for example, girls, children with disabilities, different sexual orientation, etc.).

Zero tolerance against any form of child abuse, neglect and exploitation. All those working for or on behalf of A.L.E.G. must report all concerns regarding child safety and well-being (even if no evidence exists and it is a vague concern) using the relevant reporting channels. All reports and concerns must be taken seriously, and appropriate action taken in line with the policy and other supporting regulations and guidance.

Child safeguarding is the organisations responsibility to make sure that staff, collaborators, volunteers, members, operations, and programmes do no harm to children, do not expose children to the risk of harm and abuse, and that any concerns the organisation has about children’s safety within the communities in which work, are reported to the appropriate authorities.

Best interests. The needs, rights and best interests of the child or young person must be the primary consideration in all decisions and actions concerning their safety and well-being, in line with the UN Convention on the Rights of the Child and national laws.

Child and youth participation. The views, choices and experiences of children and youth must be taken into account when assessing the short- and long-term impact of any decision

on their well-being and safety. Children and youth must also be given opportunities to provide input on child and youth safeguarding planning and actions.

Cultural sensitivity. A.L.E.G. recognizes that there are many ways of caring for children and youth and promoting their safety and well-being. However, A.L.E.G. condemns all practices which constitute any of the abuse types as listed in this policy.

Victim/survivor-centred approach. When working with children, youth and vulnerable adults who have experienced harm, A.L.E.G. must put the needs and rights of the victim/survivor at the centre of decision making. The victim/survivor has the right to be listened to, believed and supported in a way that respects their wishes and choices and considers their needs and experiences. They have the right to be involved in decisions that affect them.

Consent. Nothing in this policy should be understood as compelling or requiring a victim/survivor to disclose their experiences against their wishes. Consent must always be sought from victims/survivors in relation to actions taken, including referral to protection services. However, for children and young people consent must be carefully balanced with their best interests and the child's ability to make informed decisions.

Confidentiality and need to know. Staff and others working for or on behalf of A.L.E.G. must keep personal data about a child or young person and their situation, including their family, confidential. Such data can be disclosed only to individuals who are authorised to access it to perform their duties, for example to ensure a child's safety, or where express permission is given by the child or their legal guardian for information to be shared.

Prevention and response actions. Measures must be taken both to prevent incidents and concerns arising and to respond when incidents occur. Without exception, every victim/survivor must have access to appropriate, accessible, timely and high-quality support services.

Compliance with the law. Staff and others working for or on behalf of A.L.E.G. must respect and follow local and national child protection laws and applicable international and regional human rights frameworks.

Risk Management approach. A.L.E.G. recognises its duty to provide protective environments for children in all its programmes and activities. Therefore, A.L.E.G. will act to identify, monitor and mitigate child safeguarding risks with care and foresight in both the assessment of its programmes and partnerships to prevent the risk of a child being abused, exploited or harmed. A.L.E.G. expects all staff and associates to consider child safeguarding when planning and implementing A.L.E.G. programmes.

Working with others. A.L.E.G. must collaborate with local and national organisations and agencies including law enforcement, social services, health care providers and Ombuds Offices to safeguard children and youth, and to strengthen overall child protection frameworks.

Accountability. A.L.E.G. is accountable to children, youth and others whom it serves for the safeguarding of all children and young people. All actions taken and decisions made under the policy must be recorded.

All suspicions and allegations of abuse should be taken seriously and responded to swiftly and appropriately.

Terms and Definitions

It is difficult to define “harm” to children because children can be abused in so many ways depending on the context and culture. They may be abused in the family, in institution, community, or faith setting, or via social media/internet. They may be harmed by an adult or adults or another child or children. There are also practices such as female genital mutilation, forced or early marriage that cause significant harm to children, and girls especially.

Child Protection – refers to the way in which systems, legal frameworks, law implementation can be strengthened or improved, at all levels and for a variety of institutions and organisations. Child Protection makes the world better for children.

Child Safeguarding – refers to the way in which we can make all institutions/ organisations/ implemented activities safer for all children. Safeguarding makes our organisations safer for children.

Safeguarding is defined as all actions aimed at⁹:

- Protecting children and youth from maltreatment
- Preventing harm to children and youth which may impair their health or development
- Promoting the welfare of children and youth to ensure they achieve the best outcomes

Protection - child protection is part of safeguarding and refers to specific actions taken to protect children who are suffering or likely to suffer significant harm.

Child - although the legal definition of a child varies in different countries, for the purpose of this policy children are defined as minors, meaning all those under the age of 18 years in accordance with the UN Convention on the Rights of the Child. This definition is also in line with Romanian legislation.

Youth / Young People - by youth or young people, we would typically include persons between the ages of 18 to 24.

Child Abuse - According to the World Health Organisation “child abuse” or “maltreatment¹⁰” 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.”¹¹

Agreed categories of abuse that form the basis of this policy:

- **Physical Abuse** – Actual or potential physical harm perpetrated by another person, adult or child. it may involve hitting, shaking, poisoning, drowning and burning. Physical

⁹ Definition adapted from Working Together to Safeguard Children, HM Government, 2013

¹⁰ <https://www.who.int/news-room/fact-sheets/detail/child-maltreatment>

¹¹ Report of the Consultation on Child Abuse Prevention, World Health Organization, 1999

harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

- **Sexual Abuse** – Forcing or enticing a child to take part in sexual activities that he or she does not fully understand and has little choice in consenting to. This may include, but is not limited to, rape, oral sex, penetration, or non-penetrative acts such as masturbation, kissing, rubbing, and touching. It may also include involving children in looking at, or producing sexual images, watching sexual activities, and encouraging children to behave in sexually inappropriate ways.
- **Child sexual abuse and exploitation:** Under UN regulations, all sexual activity with someone under the age of 18 is considered to be sexual abuse, regardless of the age of majority or consent locally. Mistaken belief in the age of a child is not a defence. (*UN Glossary on SEA*¹²) Sexual abuse can be either in-person or online. Child sexual exploitation is a form of sexual abuse that involves children being engaged in any sexual activity in exchange for money, gifts, food, accommodation, affection, status, or anything else that they or their family needs. (*Keeping Children Safe Understanding Child Safeguarding*¹³)
- **Child sexual exploitation** – A form of sexual abuse that involves children being engaged in any sexual activity in exchange for money, gifts, food, accommodation, affection, status, or anything else that they or their family needs. It usually involves a child being manipulated or coerced, which may involve befriending children, gaining their trust, and subjecting them to drugs and alcohol. The abusive relationship between victim and perpetrator involves an imbalance of power where the victim's options are limited. It is a form of abuse that can be misunderstood by children and adults as consensual. Child sexual exploitation manifests in different ways. It can involve an older perpetrator exercising financial, emotional, or physical control over a young person. It can involve peers manipulating or forcing victims into sexual activity, sometimes within gangs and in gang-affected neighbourhoods. It may also involve opportunistic or organised networks of perpetrators who profit financially from trafficking young victims between different locations to engage in sexual activity with multiple men.
- **Emotional abuse** – Persistent emotional maltreatment that impacts on a child's emotional development. Emotionally abusive acts include restriction of movement, degrading, humiliating, bullying (including cyber bullying), and threatening, scaring, discriminating, ridiculing or other non-physical forms of hostile or rejecting treatment.
- **Neglect and negligent treatment** – Inattention or omission to provide adequate supervision, nutrition, clothing or shelter, or violation of the child's right to health, education and safety. This includes failure to provide adequate support to children impacted by abuse and neglect, failure to address peer-to-peer violence, and failure to respond to child and youth safeguarding concerns.

¹² UN Glossary on Sexual Exploitation and Abuse:

https://hr.un.org/sites/hr.un.org/files/SEA%20Glossary%20%20%5BSecond%20Edition%20-%202017%5D%20-%20English_0.pdf

¹³ Keeping Children Safe: <https://www.keepingchildrensafe.global/resources/>



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- **Commercial exploitation** – Exploiting a child in work or other activities for the benefit of others and to the detriment of the child's physical or mental health, education, moral or social-emotional development. It includes, but is not limited to, child labour.

Financial abuse - refers to incidents where children and young people become victims of theft, waste or misuse of their financial means, including daily allowances, leaving care support funds, sponsorship donations, and the like.

Bullying - a form of persistent threatening and aggressive physical behaviour or verbal abuse directed towards other people, especially those who are younger, smaller, weaker, or in some other situation of relative disadvantage. *Cyberbullying* is verbally threatening or harassing behaviour conducted through electronic technology as cell phones, e-mail, social media, or text messaging.

Child Harm - Abuse and harm to children are closely related concepts. Abuse is simply harm that is so severe or persistent that it is deemed "significant" and likely to affect the health or development of the child. Safeguarding children demands attention to all actions which may cause harm to children, whether these reach the threshold of significant harm or not. It requires organisations to review their activities and to implement safeguards to any actions which may cause harm to a child, either intentionally or unintentionally, directly, or indirectly.

Harm to children is a complex phenomenon which does not fit easily into set parameters. It is not necessary to have definite evidence of harm that fits precisely within the above definitions, or which reaches the threshold of abuse before any action is taken. If a member of staff has any general concern or suspicion that harm is being caused or is likely to be caused to a child, this must be reported in line with legislation in force.

Personal data - Any information relating to an identified natural person or one who can be identified, directly or indirectly, in particular by name, an identification number, location data, an online identifier or one or more factors specific to the identity of that natural person. Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation).

Standard 2. PEOPLE

Human resources, Recruitment and Child Safeguarding- A.L.E.G. recognises that abuse can occur within organisations dedicated to the wellbeing and protection of children. It is essential that A.L.E.G. recognises these risks and takes substantive and effective measures to prevent them. Specific steps to prevent abuse can be taken during the recruitment and selection process - such as reference checks, publishing information on child safeguarding in job descriptions and interview questions covering previous engagement with children. All information gathered should remain in personnel files for future reference.

All people who join A.L.E.G. are required to read, fully comprehend and sign the Child Safeguarding Policy. This signed form is kept in the personnel files. For non-permanent staff without personal files, they are kept in one visitor's file. Failure to sign the Child Safeguarding

Policy and Code of Conduct/PSEAH will result in the candidate not being appointed to the role.

Reducing the risk of harm by staff, volunteers and associates - A.L.E.G. makes it clear through the organisation's Codes of conduct, Protection from Sexual Exploitation, Abuse, and Harassment - PSEAH policy, recruitment procedures, training and internal communications that child abuse by staff, volunteers and associates will not be tolerated. It is made clear that this obligation on staff, volunteers and associates to keep children safe extends to their conduct towards children with whom they have contact, outside the work environment as well as inside.

A.L.E.G. is committed to promote/protect the well-being of children regardless of race, gender, ethnicity, religion, disability, or nationality. This policy applies equally to all children and must be applied without discrimination therefore A.L.E.G. ensures that staff apply high standards of behaviour towards children/youth within both their professional and their private life.

A.L.E.G.'s Policy is applicable to and must be adhered to by:

- All permanent/temporary staff members
- All members
- All trustees
- All volunteers & interns
- All those who may represent A.L.E.G. in relation to beneficiaries such as consultants, sub-contractors, patrons, pro-bono service providers, donors, corporate sponsors, journalists, etc.

All the above individuals are expected to read A.L.E.G.'s Safeguarding Policy and sign a statement of commitment to adhere to its principles and procedures. The Policy lead person will ensure that all staff, members, volunteers, and other representatives receive the policy, are properly introduced to it and commit to it. The policy will be introduced in staff meetings, volunteer training, relevant public events, etc.)

All new employees receive a copy of the Child Safeguarding Policy, PSEAH policy and Code of Conduct, prior to or at the time of issuing an employment contract. They must read, sign and return copies of the policy to show that they are aware of and agree to act in accordance with the Policies. Signed copies are placed in the personnel file.

All new employees receive Child Safeguarding training as part of their induction programme, and all staff receive child safeguarding training which is relevant and appropriate to their engagement with the organisation.

When recruiting a background check can be done and asked for a criminal background proof¹⁴.

Standard 3. PROCEDURES

Building child-safe projects and programmes- All projects, activities and programmes are

¹⁴ <https://b.politiaromana.ro/ro/utile/cazier-judiciar/certificat-de-integritate-comportamentala>



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designed to minimise the risk of children harm, taking sufficient account of child safety, whatever the focus of the work. A child safe project must ensure that it takes account of the environment, context and impact (intended or unintended) on the children and communities it is engaged with. When designing a project activity the context must be determined and adopted an approach that includes risk assessing, adapting programmes safer for children and including additional safety strategies during the implementation phase.

Running safe events and activities for children- Most activities and events aim to provide children with awareness, prevention and/or educational experience in a non formal way. When planning activities, various considerations are taken into account in order to avoid risks, such as:

- Recognising that the family, parents or community do not always welcome the participation of children in such activities
- The organisation is organising events or activities at times when children are supposed to be helping with household jobs or income-generating work
- Ensuring that particular care is taken to ensure preventative measures are put in place to safeguard children if activities or events are to take place in unfamiliar places and outside family care.

A.L.E.G. ensures that:

- through awareness, good practices, safe environment children and their mothers' risks will be minimised
- all people involved in the organisation's projects are aware of the children's safety
- all actions are taken to support and to protect minors at risk
- children/youth a safe environment through an active and participatory process in which all stakeholders are involved
- children participate in the process of creating and auditing the policy;
- children/youth are listened to, learn about their rights and protective strategies to assume an active role in the protection and safeguard of themselves and other children
- it is shared with children in an understandable way
- women and mothers are involved in the audit
- partners are required to meet and to respect the terms of the child protection policy and to give active support and cooperation

Photography, filming, social media policy statement

- A.L.E.G. staff will not post any images or share personal information about any beneficiaries on their personal social media accounts, especially minors.
- In all communication with minors and young people, staff will interact professionally and in line with the highest ethics code standards.
- Where A.L.E.G. becomes aware of staff posting images or using language that is denigrating to children or against the values of the organisation, this matter will be raised with staff and may lead to disciplinary action.

A.L.E.G. recognise that:

- sharing photographs and films of our activities can help us celebrate the successes and achievements of our children and young people, provide a record of our activities and raise awareness of our organisation
- the welfare of the children and young people taking part in our activities is paramount
- children, their parents and carers have a right to decide whether their images are taken and how these may be used, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation
- consent to take images of children is only meaningful when children, their parents and carers understand how the images will be used and stored, and are fully aware of the potential risks associated with the use and distribution of these images
- there are potential risks associated with sharing images of children online

Standard 4. ACCOUNTABILITY

All children and communities who come into contact with A.L.E.G. must be made aware of and understand A.L.E.G.'s commitment to child safeguarding. Information on this policy must be made available to them in appropriate (e.g. language), child-friendly formats.

Risk Assessment and Risk Mitigation- Prior to the start of every project, child safeguarding risks are included in an overall risk assessment and mitigation plan.

Reporting abuse of children in the community - Abuse arising within the community may not be due to A.L.E.G.'s programmes or operations. However, A.L.E.G. still has a responsibility to report on suspected or actual child abuse taking place. This should be reported to the formal authorities or, where they are weak or corrupt, to organisations that are able to deal with cases appropriately. The reporting process will need to be decided at a local level and advice and guidance must be sought to ensure that children are not put at further risk or made vulnerable by the very action of reporting harm and/or abuse.

Reporting Procedures- All A.L.E.G. representatives, irrespective of the context and role in which the concern arises, have a responsibility to pass on any concerns immediately to A.L.E.G.'s lead person for the policy and/or president.

All concerns are recorded on A.L.E.G. Report forms and e-mailed to the president. These records are stored securely with limited access.

Any serious incidents should also be reported to Police by calling 112 and/or the General Child Protection Directorate from Sibiu.

Complaints and reporting may be sub sent to the dedicated address sesizari@aleg-romania.eu which is managed, in compliance with confidentiality and Data Protection, by the Safeguarding officer.

A.L.E.G. will make efforts to create and maintain a safe organisational culture and safe programming through solid awareness raising and prevention, prompt response, and holding perpetrators accountable.



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Media Guidelines

Ensuring good practice when using media- Often images of and stories about children, and communities are used to promote our work and engage donors and supporters. In all actions it is essential to minimise the risk of inappropriate use of information, stories and visual images (photographs, video or social media) of children.

By using images, A.L.E.G. seeks to capture the local environment in which it operates, the interaction between staff and beneficiaries and the positive impact that work has on the children and young people. A.L.E.G. hopes to capture the impact of the activities on beneficiaries to showcase why the work of the organisation is so important. The images taken are also used to promote A.L.E.G.'s charitable work through its website, social media and in exhibitions and various marketing materials (e.g., annual brochures).

Good practice rules:

- Images of children must not show them in states of undress or in inappropriate poses
- Details attached to images and included in stories must not allow that child to be traced to his/her home or community
- Distinctive buildings, street signs or landmarks should not be included in an image if they identify where a child lives/ studies/works
- Geotagging of images should be disabled when taking photographs
- Ensure the photographer/journalist/translator employed is properly vetted and reference checked
- A given/signed permission by children and their parents/carers to take their image and use their information.

A.L.E.G. will refrain from using face images that can lead to identification of minors, except for dedicated campaigns where the written agreement of guardians is previously obtained, and safeguarding issues discussed.

Informed Consent- For all children aged under 18 both informed consent (from the relevant caregiver) and informed assent (from the child in question) must be secured prior to gathering and using any information about them in external communications – be it written, audio or visual. This consent should be captured in an informed consent form.

Any sharing of information should be done with consent unless a person is at significant risk of harm. Consent should be informed. This means that the person giving consent should understand:

- why the information needs to be shared
- what information is being shared
- what the information will be used for
- what the implications of sharing information are

Consent can be either explicit or implicit. Getting explicit consent is best practice and such consent should be obtained at the start of any work. Consent can be verbal or written, written consent is preferable. Consent can be withdrawn at any time.



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Informed consent requires children and adults to understand how personal information and images may be used in the future. Where possible, examples of how images will be used – such as brochures or printouts of a webpage – will be shared with beneficiaries by the local organisation prior to obtaining consent.

Consent may be taken by using A.L.E.G.'s release Form which can be signed by the minor and their parent or guardian.

Policy Review

The policy reflects the rights of children to protection from abuse and exploitation as outlined in the United Nations Convention of the Rights of the Child. The policy is approved and reviewed by the organisation's management body and applies to all the organisation's staff and associates. It is published in an appropriate manner, promoted and distributed widely. A Safeguarding officer have specific responsibility for overseeing the implementation of the policy.

This policy will next be reviewed in 2025 or when the situation requires.

Policy created and adopted in January 2016 and reviewed periodically with staff and board (at least once a year).

Legal representative confirming:
Camelia Proca,
Director

Sibiu/Romania

www.aleg-romania.eu





asociația pentru libertate
și egalitate de gen

Annex 1

Declaration form Statement of Acknowledgment and Commitment

I _____
representing _____ have read and
understood my responsibilities outlined in this Child Safeguarding Policy/ Code of Conduct/
PSEAH Procedures. I agree with the terms contained therein and accept the importance of
complying with the provisions while working with or representing A.L.E.G. in any way. I
understand that the consequences for non-compliance could have serious repercussions.

If any of my personal circumstances change that might affect my ability to undertake my duties
and create a possible risk to children, I undertake to inform A.L.E.G. Child Safeguarding Focal
Point immediately and seek their guidance

Signature _____

Date _____