

Osiligi Charity Projects

Child Protection Policy

Osiligi Charity Projects is committed to practices which protect children from harm. Trustees and volunteers accept and recognise our responsibilities to develop awareness of issues, which cause children and young people harm.

Our main contact with children and young people will be in Kenya and mainly at one of the schools supported by the Charity. It should be recognised that there are cultural differences between the approach to children and child protection between the UK (where this policy is written) and Kenya (where the policy is mainly implemented). This increases the need for this document to be seen as a 'working document' requiring frequent revisions.

As an example, in Kenya, it is common for children as young as 6 to be given sole responsibility for looking after a 3 month baby, often for hours at a time. In the UK we see this as neglect. In Kenya this is seen as empowering the child to take responsibility.

In the UK, we will follow the following best practices. Where we have influence over the management of Kenyan schools we will encourage the staff and governors of these schools to follow these guidelines. We will endeavour to safeguard children and young people by –

- Adopting child protection guidelines through a code of behaviour for trustees and volunteers.
- Sharing information about child protection and good practice with children, parents, staff, governors, trustees and volunteers.
- Sharing information about concerns with agencies who need to know, and involving parents and children appropriately.
- Following carefully the procedures for recruitment and selection of Trustees and volunteers
- Providing effective management for Trustees and volunteers through supervision, support and training
- We are also committed to reviewing our policy and good practice at regular intervals.

A/ CODE OF BEHAVIOUR

Statement of Intent

It is the policy of Osiligi Charity Projects to safeguard the welfare of all children and young people by protecting them from all forms of abuse including physical, emotional and sexual harm.

This organisation is committed to creating a safe environment in which young people can feel comfortable and secure while engaged in any of Osiligi Charity Projects' activities.

Personnel (trustees and volunteers) should at all times show respect and understanding for individual's rights, safety and welfare, and conduct themselves in a way that reflects the ethos and principles of Osiligi Charity Projects.

Guidelines for all Osiligi Charity Projects trustees and volunteers

ATTITUDES

Trustees and volunteers should be committed to:

- Treating children and young people with respect and dignity.
- Always listening to what a child or young person is saying
- Valuing each child and young person
- Recognising the unique contribution each individual can make
- Encouraging and praising each child or young person

BY EXAMPLE

Trustees and volunteers should endeavour to:

- Provide an example, which we would wish others to follow
- Use appropriate language with children and young people and challenge any inappropriate language used by a young person or child or an adult working with young people.
- Respect a young person's right to privacy

ONE TO ONE CONTACT

Trustees and volunteers should:

- Not spend excessive amounts of time alone with children, away from others
- In the unlikely event of having to meet with an individual child or young person make every effort to keep this meeting as open as possible.
- If privacy is needed, ensure that other staff are informed of the meeting and its whereabouts

PHYSICAL CONTACT

Trustees and volunteers should never:

- Engage in sexually provocative or rough physical games, including horseplay
- Do things of a personal nature for a child or a young person that they can do for themselves.
- Allow, or engage in, inappropriate touching of any kind

GENERAL

Trustees and volunteers should:

- Be aware that someone might misinterpret our actions no matter how well intentioned
- Never draw any conclusions about others without checking the facts
- Never allow ourselves to be drawn into inappropriate attention seeking situations such as tantrums or crushes
- Never exaggerate or trivialise child abuse issues or make suggestive remarks or gestures about, or to a child or young person, even in fun

RELATIONSHIPS

Trustees and volunteers who are involved in relationships with other members of staff or volunteers should ensure that their personal relationships do not affect their role or work within Osiligi Charity Projects.

B/ SHARING INFORMATION ABOUT CHILD PROTECTION AND GOOD PRACTICE WITH, CHILDREN, TRUSTEES AND VOLUNTEERS

Good communication is essential in any organisation. In Osiligi Charity Projects every effort will be made to assure that, should individuals have concerns, they will be listened to and taken seriously. It is the responsibility of the management to ensure that information is available to, and exchanged between all those involved in this organisation and its activities. Some information is confidential and should only be shared on a strictly need-to-know basis.

Children and young people

- Children and young people have a right to information, especially any information that could make life better and safer for them. Osiligi Charity Projects will act to ensure they have information about how, and with whom, they can share their concerns, complaints and anxieties.
- When sharing information, Osiligi Charity Projects personnel will be sensitive to the level of understanding and maturity, as well as to the level of responsibility, of the people with whom they are sharing.

Parents

Parents / persons with parental responsibility are ultimately responsible for their children's welfare at all times, and they should be assured that their children are involved with a credible organisation.

We achieve this by

- Publicising information on all our work.
- Publishing the named Designated Child Protection Person(s) and how to make a complaint.
- Publishing a full copy of the Child Protection Policy on our website www.osiligi.org

Trustees & Volunteers

As an organisation, which may have contact with young children in one of the schools we support in Kenya, it is imperative that each member of Osiligi Charity Projects is aware of their responsibilities under the Child Protection legislation and has a working knowledge of Osiligi Charity Projects' procedures. Each trustee and volunteer will receive a copy of this document.

C/ SHARING INFORMATION ABOUT CONCERNS WITH AGENCIES WHO NEED TO KNOW AND INVOLVING PARENTS AND CHILDREN APPROPRIATELY

PROCEDURE FOR REPORTING ALLEGATIONS OR SUSPICIONS OF ABUSE

In any case where an allegation is made, or someone in Osiligi Charity Projects has concerns, a record should be made. Details must include, as far as practical:

- Name of child or young person
- Age
- Home Address (UK) or approximate location of parent's hut (Kenya)
- Date of Birth (if known)
- Name/s and Address of parent/s or person/s with parental responsibility
- Telephone numbers if available
- Is the person making the report expressing their own concerns, or passing on those of somebody else? If so, record details
- What has prompted the concerns? Include dates and times of any specific incidents
- Has the child or young person been spoken to? If so, what was said?
- Has anybody been alleged to be the abuser? If so, record details
- Who has this been passed on to, in order that appropriate action is taken? e.g. school, designated officer, social services etc
- Has anyone else been consulted? If so, record details

DESIGNATED CHILD PROTECTION PERSONS

In the event of any child protection issues or concerns, the following person should be contacted:

Helen Pannell

Trustee Osiligi Charity Projects

Elwell House

West Buckland

Barnstaple EX32 0SW

Helen.pannell@osiligi.org.

In Kenya, any concerns for the welfare of children should be addressed to Peninah Minisa, Olepolos.

RECORD-KEEPING

- All records, information and confidential notes should be kept in separate files.
- Only the designated Persons will have access to these files.

DISCLOSURE

- Never guarantee absolute confidentiality, as Child Protection will always have precedence over any other issues.
- Listen to the child, rather than question him or her directly. Offer him / her reassurance without making promises, and take what the child says seriously.
- Allow the child to speak without interruption, accept what is said – it is not your role to investigate or question.
- Do not overreact.
- Alleviate feelings of guilt and isolation, while passing no judgement
- Advise that you will try to offer support, but that you must pass the information on.
- Explain what you have to do and whom you have to tell.
- Record the discussion accurately, as soon as possible after the event,

- Use the child's words or explanations – do not translate into your own words, in case you have misconstrued what the child was trying to say.
- Contact the Osiligi Charity Projects Designated Persons for advice /guidance.
- The Designated Person may then discuss the concern / suspicion with the relevant organisation, and, if appropriate, make a direct referral.
- If the Designated Person is not available, or it is inappropriate to approach them, the volunteer / member of staff with the concern should make contact with another trustee.
- Record any discussions or actions taken within 24 hours.

D/ FOLLOWING CAREFULLY THE PROCEDURES FOR RECRUITMENT & SELECTION OF TRUSTEES & VOLUNTEERS

Osiligi Charity Projects operates employment and supervision procedures that ensure highest priority is given to issues relating to child protection. Each person expected to spend time alone with children or young people will be required to undergo a police check as part of our recruitment /volunteer policy.

E/ PROVIDING EFFECTIVE MANAGEMENT FOR TRUSTEES & VOLUNTEERS THROUGH SUPERVISION, SUPPORT & TRAINING

Osiligi Charity Projects encourages the development of Trustees and volunteers through its on-going support, supervision and training.

INDUCTION

Each new trustee or volunteer is made familiar with Osiligi Charity Projects' policies and procedures including the Child Protection Policy and Code of Behaviour

FOLLOWING UP

At yearly trustee meeting, child protection legislation and concerns are discussed.

TRAINING

In Osiligi Charity Projects, the management take responsibility for the training needs of Trustees and volunteers. The individual, however, also plays a part in identifying areas they feel they require training in.

