



**STILL
I RISE**

**POLICY REGARDING
CHILD
SAFEGUARDING**

STILL I RISE'S PROJECTS WHERE THE
POLICY IS IMPLEMENTED



**GREECE
PROJECT**



**TURKEY
PROJECT**

STILL I RISE'S PROJECTS WHERE THE
POLICY WILL BE IMPLEMENTED



**KENYA
PROJECT (Late 2020)**



**MEXICO
PROJECT (Mid 2021)**



**ITALY
PROJECT (Late 2021)**

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Still I Rise provides education and social development opportunities to refugee youth around the world. As vulnerable individuals, the children Still I Rise serves require exceptional support and protections. This Child Safeguarding policy has been designed to enable all those involved with Still I Rise to support and protect refugee children.

The following safeguarding policy is catered to the different areas where Still I Rise operates as well as the beneficiaries we serve.

This Child Safeguarding Policy was agreed upon and was unanimously approved by the Still I Rise International Board of Directors on January the 1st 2020.



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This policy consists of the following 6 (six) sections and defines 10 (ten) individual policies.

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SECTION 1: DEFINITION & ACRONYMS

- A. **Case Manager:** The individual appointed by the Board of Still I Rise International to enforce the rules of the present document and manage cases arising from the violation of the Child Safeguarding Policy.
- B. **Center:** Any facility (International School, youth center, cultural center) operated by Still I Rise at any location.
- C. **Center Manager:** The individual appointed by a Country Manager who is responsible for the management and operations of the Center for which he or she has been appointed.
- D. **Child or Children:** Anyone under 18 years of age. Still I Rise considers them as its beneficiaries.
- E. **Child Abuse:** Anything which individuals, institutions or processes do or fail to do which directly or indirectly harms children or damages their prospect of safe and healthy development into adulthood. The main categories of Child Abuse are Physical Abuse, Emotional Abuse, Neglect/Negligent Treatment, Sexual Exploitation & Abuse and Exploitation.
 - 1. *Physical Abuse:* Non-accidental use of physical force that inadvertently or deliberately causes a risk of or actual injury or suffering to a child. Physical force includes but is not limited to hitting, shaking, kicking, pinching, pushing/pulling, grabbing, burning, female genital mutilation, torture, and other physical acts. Physical injury or suffering may include but is not limited to bruises, marks, soft tissue swelling, hematomas, fractures, sprains, dislocation, burns, damage to organs, death, permanent disfigurement, and any other non- trivial injury.
 - 2. *Emotional Abuse:* Harm to a child’s emotional, intellectual, mental or psychological development. This may occur as an isolated event or on an ongoing basis. Emotional abuse includes but is not limited to any humiliating or degrading treatment (e.g., bad name- calling, threats, yelling/screaming/cursing at, teasing, constant criticism, belittling, persistent shaming, etc.), failure to meet a child’s emotional needs, and rejecting, ignoring, terrorizing, isolating or confining a child.
 - 3. *Neglect/Negligent Treatment:* The failure to meet a child’s basic physical and/or psychological needs either deliberately or through negligence. Neglect includes but is not limited to failing to provide adequate food, sufficient or seasonally-appropriate clothing and/or shelter; failing to prevent harm; failing to ensure adequate supervision; failing to ensure access to appropriate medical care or treatment or providing inappropriate medical treatment (e.g., administering medication when not authorized); or failing to provide a safe physical environment (e.g., exposure to violence, unsafe programming location, unsafe sleeping practices, releasing a child to an unauthorized adult, access to weapons or harmful objects, failing to child-proof a space that children will occupy, etc.).
 - 4. *Sexual Exploitation & Abuse (SEA):* All forms of sexual violence and coercion, sexual solicitation, manipulation or trickery including incest, early and forced marriage, rape, involvement in or exposure to indecent images/video (aka pornography), sexual slavery/trafficking, and statutory rape. Sexual abuse may include but is not limited to

indecent touching or exposure, explicit sexual language towards or about a child and grooming. Sexual abuse does not always involve touching. Sexual Exploitation is any actual or attempted abuse of a position of vulnerability, differential power, or trust for sexual purposes including but not limited to profiting monetarily, socially or politically from the sexual exploitation of another. Be aware that technology is a tool sometimes used to sexually exploit a child. The sexual exploitation and abuse of children under the age of 18 is child abuse and a policy violation. It may also constitute a criminal offense, depending upon the age of consent, local laws and customs.

- **Grooming** is the process in which an adult builds a relationship with a child or the child's caretaker to gain the child's or the caretaker's trust for the purposes of sexually abusing and/or exploiting the child. Grooming typically occurs in phases, and it can happen online or face to face, by a stranger or by someone the child or caretaker knows. Since it is a gradual process, it can sometimes be difficult to detect. Here are a few indicators that an adult may be grooming a child or his/her caretaker:
 - Favoring the child over others
 - Providing the child with rewards or privileges
 - Isolating the child from others
 - Expressing interest in a child who is particularly vulnerable or in need of support (e.g., previous abuse of the child by another)
 - Befriending the parents or caretakers who are responsible to protect the child
 - Providing the child with alcohol or drugs
 - Building intimacy (i.e., having inside jokes or telling the child that nobody understands him/her like the groomer does)
 - Threatening, blackmailing, intimidating, or scaring a child by saying the groomer will do something to the child's family or friends
5. **Exploitation:** The actual or attempted abuse of a position of vulnerability, power differential, or trust for the benefit of the individual leveraging their position, power, privilege, or wealth (through enticement, manipulation, coercion or trickery) to engage a child in labor, domestic servitude, forced criminality, soldiering or organ harvesting. Typically, the person(s) exploiting a child does so in order to profit monetarily, socially, or politically. It can happen to one or a group of children, in the community of origin, outside of the community, or internationally. The exploitation of a child may include but is not limited to:
- domestic servitude (e.g., cleaning, childcare, cooking, etc.)
 - forced labor (commonly in factories or agriculture)
 - forced criminal activities such as pickpocketing, begging, transporting drugs, manufacturing drugs, selling pirated merchandise
 - used for benefit fraud
 - forced to become a child soldier or join a gang
- F. **Child Data:** Paper or electronic information containing Personally Identifiable Information (PII) collected for our programmatic or operational purposes.
- G. **Child Protection:** child protection is making the world safe for children. It is our programmatic area of work aimed at protecting children from all forms of abuse and

exploitation in all regions of the world by following the country-specific procedures in preventing and responding to abuse. Child Protection responses are macro-level in scale and involve holistic approaches to meet the social and legal protection needs of children and their families within vulnerable communities.

- H. **Child Safeguarding:** The set of policies, procedures and practices that we employ to ensure that Still I Rise is a child safe organization. Child Safeguarding is making Still I Rise *safe* for children. It involves our collective and individual responsibility and preventative actions to ensure that all children are protected from deliberate or unintentional acts that lead to the *risk of or actual* harm by Still I Rise staff, representatives and third parties, who come into contact with children or impact them through our development interventions, humanitarian responses and operations. This includes our direct program implementation, work through partners and management of children's personal data.
- I. **Child specialist:** The person present at every project who is responsible for the implementation of the child awareness program in our safeguarding policy and follows every child that requires special attention. He or she is especially qualified to run targeted activities relating to psychology, education, pedagogy, child protection, social welfare, etc..
- J. **Country Manager:** The person appointed by the President to coordinate one of Still I Rise's projects around the world.
- K. **HR Coordinator:** The person appointed by the Country Manager to recruit, train, and support all representatives for a specific project.
- L. **Education Coordinator:** The person appointed by a Country Manager that is responsible for the development and implementation of the Educational Plan of Still I Rise in any of of Still I Rise's projects around the world.
- M. **Guest:** Any individual that is not a representative, such as a visitor or a journalist, who is invited or requests to visit any of Still I Rise's projects or partake in any event or activity sponsored by Still I Rise.
- N. **International school:** A school for refugee children providing middle to high school curriculum designed by Still I Rise and based on Internationally recognised curriculum, issuing an accredited Diploma upon completion.
- O. **Personally Identifiable Information:** Any information that can be used on its own or with other information to identify, contact, or locate a single person or to identify an individual in context.
- P. **Project:** Still I Rise projects are all the Youth Centers and the International Schools already implemented or in the process of being implemented around the world.
- Q. **President:** Nicolò Govoni, founder and president of Still I Rise international.
- R. **Refugee:** Pursuant to the definition of the 1951 UN Convention on the Status of Refugees, a refugee is someone who, due to a well-founded fear of persecution, war or violence, has been forced to flee their home country.
- S. **Representative:** coordinators, staff members, International Teachers, Teachers, Volunteers and employees who work with children on Still I Rise's behalf, visit Still I Rise's programs, or who have access to sensitive information about children within Still I Rise's programs.
- T. **Social Media:** Any forms of electronic communication or content used to share information, comments, messages, images, video and other content via a Social Network.

- U. **Still I Rise International:** The entity that coordinates all operations of Still I Rise, headquartered at Via Dante 53, 80079 Procida (NA).
- V. **Still I Rise international Board of Directors:** The board of directors based at Still I Rise International.
- W. **Youth center:** A Center, enrolling up to 150 refugee children between 12 and 17 years of age, offering an informal educational curriculum.

SECTION 2: PURPOSE AND AIM OF THIS POLICY

The present document defines the rules and policies of good conduct to be followed when interacting with the beneficiaries that Still I Rise serves where their basic rights and needs are not met. Forming relationships and interacting with the beneficiaries requires a high degree of attention and care. Our beneficiaries comprise children that face extreme life hardships. Many of them have fled from war and conflict, and live in often hostile settlements (such as refugee camps and slums).

Still I Rise is an international non-governmental organization headquartered in Italy and is operating around the world to provide education and child protection to refugee and underprivileged local children in the lower and high secondary levels. Still I Rise operates Youth Centers and International Schools dedicated to improving their social wellbeing and preparing them to be responsible and influential members of society. The primary mission of the organisation is to offer children who have been deprived of school the opportunity to continue their education, ensuring their personal and social development and facilitating their future academic and professional success.

The beneficiaries in our facilities are refugee children who suffer physically and psychologically as a result of their displacement and proximity to conflict. Their often traumatic experiences leaving their home, as well as the neglect they suffer from in their host countries, determines these children to be exceptionally vulnerable and thus they require substantial attention and care. Thus, the purpose and aim of this policy is to protect children from fear of abuse of any kind by employing measures that seeks to prevent such activity and by establishing a reporting system that responds to any situation effectively.

SECTION 3: SCOPE OF THIS POLICY

Still I Rise wants to provide a child safeguarding policy that is specific to the needs of the children it serves. This Safeguarding Policy is designed to protect any child who enters Still I Rise's Youth Centers and International Schools and all people who are in contact with the children. All adults working with Still I Rise as representatives (coordinators, staff members,

International Teachers, Teachers, Volunteers and employees) as well as all other adults coming into our spaces as guests, are required to comply with this policy.

In addition to providing education and self-development activities to our beneficiaries, it is our belief that children need a safe physical and psychological environment.

Still I Rise wants its International Schools and Youth Centers to be welcoming places for every child regardless of their gender, disability, sexual orientation, ethnicity or religion.

SECTION 4: LEGAL FRAMEWORK

This policy has been drawn up on the basis of relevant legislation, policy and guidance that seeks to protect children in the international context and in the European Union.

It is based on the “UN convention of the right of the child (1989)” but also on the following acts and decisions concerning child protection and safeguarding drafted by European Union authorities, European Union Directives and Laws; the “Council of Europe convention on actions against the trafficking in human beings (2005); the “Council of Europe convention on the protection of children against sexual exploitation and sexual abuse (2007)” and the European Commission relevant Communications, Resolutions and Actions Plan, especially the “EU agenda for the rights of the child (2011)”.

Still I Rise may amend or supplement the present document to include any relevant regulatory development which may affect Still I Rise’s operations in any of the areas where Still I Rise is active.

SECTION 5: INDIVIUDAL POLICIES STATEMENT

In order to accomplish Still I Rise's Child Safeguarding Policy goals, the following policies are implemented:

I. REPRESENTATIVE VETTING POLICY

Still I Rise will only recruit representatives who are suited to work with our beneficiaries. All applicants will undergo a strict vetting process, which may include confirming the candidate's identity, obtaining references, conducting interviews and completing Background Record Check (CRB), which Still I Rise may perform on all applicants anytime at its own discretion, to ensure robust safety standards.

II. GUEST POLICY

Any guest wishing to be visit any of Still I Rise's Centers may be approved by the Country Manager and HR Coordinator.

A guest supervisor shall be appointed for the duration of the guests' visit. The supervisor is responsible for:

- Briefing the guest on Still I Rise Child Safeguarding Policy;
- Presenting the **Code of Conduct** (Guest Form) to the Guest and ensure proper execution of the document;
- Accompanying the guest throughout all of his or her visit to a center.

III. REPRESENTATIVE TRAINING POLICY

All Still I Rise representatives will follow a training procedure in relation to child safeguarding policy before commencing their work with children. This training informs representatives of the child safeguarding policy, general advice, and basic procedures that must be followed during their working period. This training is conducted by our HR Coordinator at the any of the Centers where the representative will engage in activities.

HR Coordinators are responsible for the application and enforcement of the child safeguarding policy and the Code of Conduct (representative form), signed by representatives after their training at the Center.

IV. REPRESENTATIVE AND GUESTS ATTITUDE TOWARDS CHILDREN

All representatives who have followed the Child Safeguarding Policy training and sign the Code of Conduct (representative or guest form) must avoid actions or behaviors that may constitute poor practice or potentially harm the children.

A. ALL CHILDREN SHOULD BE TREATED WITH DIGNITY, RESPECT AND FAIRNESS.

A.1 At no point should the conduct of representatives or guests be degrading, discriminatory, or harmful.

A.2 Representatives must never act in ways intended to shame, humiliate, belittle or degrade children, or otherwise perpetrate any form of emotional and or psychological abuse.

A.3 In carrying out activities, representatives must treat all beneficiaries equally and without preferential treatments.

A.4 Representatives will avoid spending excessive amounts of time with one particular child or his or her family.

A.5 Representatives will offer the same opportunities to every beneficiary. This can include ensuring that there are enough resources for beneficiaries of any activity that may be organized at any of the Centers.

A.6 Representatives must maintain a high level of professionalism in all relationships with the children.

A.7 Representatives must not hit or otherwise physically assault or abuse children.

A.8 Unless authorized by a coordinator, volunteers shall not provide one-to-one classes or tutoring as it would contravene the principle of providing equal treatment to all beneficiaries.

B. REPRESENTATIVES AND GUESTS MUST RESPECT BOUNDARIES BETWEEN THEM AND THE CHILDREN TO AVOID EMOTIONAL DEPENDENCY.

B.1 Boundaries between the representatives and the children must be respected for child safeguarding purposes.

B.2 Representatives must not apply preferential treatment to any children in particular or their family.

B.3 Representatives cannot arrange to meet children privately, outside our premises and beyond working hours. As role models, representatives must respect the boundaries that the relationship implies, keeping a very clear line between their professional life in the working place and their personal life.

B.4 Representatives must not make promises to children they cannot reasonably fulfill. For example: promising that they will be granted asylum; promising that you will be with them forever, etc.

C. REPRESENTATIVES AND GUESTS WILL NEVER ENGAGE IN ANY KIND OF PERSONAL RELATION WITH CHILDREN INCLUDING PHYSICAL OR SEXUAL RELATIONS.

C.1 Representatives and guests must not exploit their position of trust to put children at risk of harm.

C.2 Under no circumstances the representative shall engage in any type of physical or sexual relations with a child. Any sexual relations occurring between representatives or guests and beneficiaries who are under the age of 18 will be reported as a criminal offence to local authorities.

C.3 Representatives and guests should also be aware that forming relationships with a child may subject him or her to a form of emotional dependency, which may result in harming the latter. Representatives and guests shall exercise a high degree of care and attention when forming relationships with children.

C.4 Under no circumstances can representatives and guests be alone in a closed space with anyone under the age of 18.

D. REPRESENTATIVES AND GUESTS WILL NEVER ENGAGE IN ILLEGAL ACTIVITIES, INCLUDING ON BEHALF OF, OR IN ACCORDANCE WITH, A BENEFICIARY.

D.1 This includes the discussion or disclosure of information that could support illegal activities. For example, how to find a smuggler.

D.2 Give advice or suggestions about their case and/or legal status;

D.3 Give advice or suggestions about leaving the country illegally and/or directions to other countries.

D.4 No one can take a child away from their parents, for any reason.

D.5 Representatives and guests shall never consume alcohol or drugs whilst working. Furthermore, buying, selling or providing illegal substances to the children, whether during working hours or free time, is absolutely prohibited and shall be reported to the local authorities.

E. REPRESENTATIVES AND GUESTS MUST ACKNOWLEDGE THAT BENEFICIARIES COULD HAVE HAD TRAUMATIC EXPERIENCES AND ARE DEALING WITH THE REPERCUSSIONS.

E.1 Representatives and guests should avoid inquiring on the children's personal history or current status.

E.2 Representatives and guests will be sensitive to the cultural and religious practices of their beneficiaries. It is Still I Rise's aim to create an atmosphere of mutual respect, trust and understanding.

F. REPRESENTATIVES AND GUESTS TAKE CARE NOT TO CARRY OUT ACTIVITIES OR ACTIONS THAT MAY BE MISCONSTRUED, ILLEGAL OR OFFENSIVE.

F.1 Representatives and guests shall give proof of neutrality of opinion whether it be religious, political, or otherwise. They shall refrain from advancing or imposing their own views.

They shall be aware that Still I Rise's primary responsibility is to support those in need, and anything otherwise would be contrary to the principles of impartiality, neutrality and independence of the organization.

F.2 Representatives should wear professional and respectful attires during working hours. For example, representatives and guests should avoid wearing tank tops, low-cut tops, shorts, mini dresses or miniskirts.

F.3 Cultural appropriateness also extends to the respect of the personal space of the children. Whilst representatives may be accustomed to close and intimate contact between friends and acquaintances in their own culture, they should be aware that the same codes do not apply universally and that ignoring such precept may cause misunderstandings and uncomfortable situations.

F.4 Representatives must not use language, make suggestions, or offer advice in front of children that is inappropriate, offensive or abusive.

F.5 If a representative is unsure of the appropriateness of something, they should consult the HR Coordinator.

F.6 In the unlikely event that a conflict arises, between children, locals, other actors or the authorities, representatives or guests are prohibited, under any circumstances, from entering into verbal or physical confrontations.

V. SECURITY IN OUR WORKING PLACES

Still I Rise considers the safety of the children, its representatives and guests a top priority. To ensure safety, Still I Rise implements four different codes at every working location: **BUILDING STRUCTURE SAFETY MEASURES, FIRE AND EARTHQUAKE PLAN, FIRST AID PLAN, SECURITY PLAN AND IMPLEMENTATION.**

A. BUILDING STRUCTURE SAFETY MEASURES

In each Center operated by Still I Rise, the organization strives to employ the best safety measures regarding a building's structure, with the resources that are available and according to the existing condition of the building. For this same reason, all urgent and necessary safety measures regarding the building's structure and architecture are made according to the opinion of local expertise of engineers and the building's owner(s). Examples of necessary safety measures in buildings include: planning spaces that are large enough in floorspace and high enough in ceiling height to meet the needs of the number of people; clearly indicating escape routes and exits; using construction materials that are child friendly; installing air-cleaning

systems and appropriate heating and cooling systems according to the climate of the building's location; etc.

Particular attention is given to PWD accessibility. At every working location, Still I Rise does its best to implement the best practices to make all the spaces accessible and available to people with disabilities. Still I Rise may provide, in case it is necessary, the following at any of its locations: ramp, elevator, specific toilettes, braille signs, visual alarms, illuminated pathway, etc.

B. FIRE AND EARTHQUAKE PLAN

Still I Rise strengthens the fire and earthquake safety of buildings through investment in fire prevention equipment, the implementation of safe practices, the safety training of representatives, and the informing of children. All Centers' premises will comply with the local laws and regulations taking into account characteristics of the building.

The designated Center Manager is the person in charge of implementing this policy and ensuring that it is applied correctly. It is the responsibility of the Center Manager to routinely check that no fire equipment has expired and that it is in good condition. The Center Manager may delegate the above duties to another representative.

Emergency escape routes and signs are posted in all required locations and fire extinguishers are placed in every room of the Center. Emergency contact numbers are posted in more than one location on the premises. Additional fire safety materials (such as fire hoses, fire blankets, fire alarms, fire and smoke detectors, fire doors fire safe zones, etc.) are located in as many rooms as possible.

All representatives receive training in the event of a fire or an earthquake through the "Fire and Earthquake Training for Representatives"

All representatives are trained carefully on how to deal with critical events ensuring the safety of both themselves and the children. Representatives are trained to facilitate evacuations from the building, gather children in designated safe places, and use the safety systems within the premises.

All Centers operated by Still I Rise organize a "Fire and Earthquake Workshop" for children which is meant to inform them on the safety precautions that must be followed within the Center. This workshop informs children prepares children for fire and earthquake risks, teaching them the best practices to be followed in case of an emergency.

C. FIRST AID PLAN

In every location Still I Rise operates, first aid kits and adequate backup supplies are available. Emergency contact numbers are posted in more than one location of all buildings. Still I Rise appoints for every project and working location a person who is responsible for implementing this policy and ensuring that it is applied correctly. It is the responsibility of this person to

routinely check that all first aid kits have enough supplies. Normally, the designated Center Manager is the person in charge of this task.

First aid kits and provisions do not include any kind of medicine or drugs that are prescribed by a licensed doctor or pharmacist. First aid kits include, but are not limited to: plasters/band aids in a variety of different sizes and shapes; small, medium and large sterile gauze dressings; triangular bandages; alcohol-free cleansing wipes; disposable sterile gloves; crêpe rolled bandages; tweezers; safety pins; sticky tape; digital thermometer; distilled water for cleaning wounds; etc.

In all Centers, first aid kits are located in every room or classroom where children spend time under the supervision of one or more representatives.

Representatives are trained on how to deal with basic treatment or dressing, and who to contact in case of critical situations during the “First Aid Training for Representatives” before starting their engagement.

All Centers operated by Still I Rise organize a “First Aid Workshop” for children, if possible, with the support of doctors and health specialists, and is meant to inform them on the safety precautions that must be followed within the school. This Still I Rise workshop informs children on first aid procedures, teaching them the best practices to be followed in case of an emergency.

D. SECURITY PLAN AND IMPLEMENTATION

Still I Rise operates in a diverse range of locations, all with different threats and security levels. Still I Rise will take all measures as may be required to ensure the maximum degree of safety for the children, the representatives and the guests. To do so, Centers may be provided with:

an alarm system and security cameras; a private security guarded service; all necessary items that may enhance the security level of the Centers.

All information collected digitally or on paper through one of the organisation’s security systems, such as cameras, guest registers or alarm systems, will be treated in compliance with the local laws regarding privacy protection.

VI. WHISTLEBLOWING POLICY

In the event that a representative or guest witnesses or reasonably suspects any wrongdoing on the part of any fellow representative or guest (i.e. breach of any of the Child Safeguarding Policy or the law) he or she shall promptly report the Country Manager any suspicious activity in accordance with the procedure laid out below:

A. NORMAL CASE PROCEDURE

1. The person who submits the report must formally notify the Country Manager, either in a scheduled meeting or in writing.
2. The Country Manager must record the report on the designated “Report Record Form” and inform the reporting representative or guest regarding the procedures that will follow.
3. The Country Manager must preserve the confidentiality of the whistleblower. maintain the confidentiality of the reporting person’s identity if the person requests this. However, the report itself must not be kept confidential in the case that the person being reported will be charged by law enforcement.
4. After being notified and after recording the report, the Country Manager must inform the board of directors of Still I Rise International, sharing with them the “Report Record Form”.
5. If the board of directors of Still I Rise International considers the report a legitimate concern, a “Child Safeguarding Policy Violation Case” will be opened and the board will direct the Country Manager to pursue any or all of the following actions:
 - i. begin an internal investigation into the suspect; refer the case to the relevant authorities of the country where the project is located;
 - ii. take all the actions and decisions that are necessary to solve the critical situation to ensure that children’s safety and wellbeing is the priority.
6. the board of directors of Still I Rise International may send a Case Manager to the respective location to support or substitute the Country Manager in the case management.

B. SPECIAL CASE PROCEDURES

- i. If the reported person is the President, it is a Country Manager’s responsibility to guarantee that the President is not involved with the case management and evaluation.
- ii. If a Country Manager witnesses a violation of the Child Safeguarding Policy, it is his or her duty to report to the location’s HR Coordinator, who must in turn follow the normal procedure.
- iii. If the person being reported is a Country Manager, the President must be notified. Considering that the President may not be in the same working location as the person submitting the report regarding a Country Manager, the reporting person must notify the President at help@stillirisengo.org and use his or her private email. The President will then be obliged to follow the procedure that would be followed under normal circumstance, ensuring that the individual being reported is not involved with the case management and evaluation.

It is an HR Coordinator’s responsibility to deliver a presentation of the Whistleblower Policy’s procedures to all representatives and guests before they start working with the children.

VII. CHILD AWARENESS POLICY

Still I Rise believes it is important to empower children attending their Centers by informing them about their rights and any abuses that children can be victims of.

Still I Rise wants to make sure that children feel safe and comfortable in their Centers to talk about any concern they have or abuse they have personally suffered or otherwise witnessed. Still I Rise also wants to make sure that the children are fully aware of their rights and how to protect themselves.

This child awareness policy will be disseminated in class, during activities, workshops or counseling meetings, and will be implemented according to the event descriptions listed later. The goal is that children can recognise any form of abuse and know what the steps are to protect their rights. Still I Rise is building safe spaces in which the words of the children will always be listened.

Still I Rise will make sure that every child is accompanied when filing any report and that the identity of the child who submits a report will be kept confidential.

A. CHILDREN RIGHTS AWARENESS WORKSHOP

These workshops are mainly designed first to teach children their rights and the different types of abuses that exist. Secondly the workshops will teach protective behaviour and how to report any abuse.

These workshops will be conducted by representatives after they have themselves been trained by the Child Specialist on how to conduct Child Awareness Workshops. These workshops will be conducted in small groups of children (no more than 20), and if it is necessary, a translator will be provided to ensure that the children fully understand the workshop's content and are able to ask questions.

If authorized by the Child Specialist, representatives can also organize classes or activities regarding child awareness.

B. COUNSELLING MEETINGS

A Child Specialist is present in every one of Still I Rise's Centers and he or she is the person designated to be in charge of such meetings.

The counseling meetings are individualized meetings organized at the child's or Child Specialist's request. Any representative should be free to reach out to the Child Specialist if he or she feels that a child is in need of a meeting. The Child Specialist will at its own discretion decide whether or not to organize such meeting.

Still I Rise ensures that these counseling meetings are kept private in accordance with the personal data protection policy detailed in Clause VIII and according to the local laws and regulations regarding privacy protection.

The Child Specialist ensures that the meetings remain confidential.

The Child Specialist will follow the Whistleblower Procedure in case he or she witnesses or learns of a violation of Still I Rise's Child Safeguarding Policy.

VIII. PERSONAL DATA PROTECTION POLICY

No representative or guest shall take any picture of any children under the age of 18 where their face is recognizable, unless expressly authorized by their guardians.

In the case of adult beneficiaries, photographing or videotaping individuals when their face is recognizable is prohibited unless the consent of the adult has been clearly given.

Additionally, personal data such as a beneficiary's location, name, medical history, personal background, and contact information must not be shared with anyone or posted anywhere outside of the Still I Rise working team. This also includes information passed on verbally.

However, if a representative or guest believes that the information in question may have a negative impact on the welfare, safety, or health of a child, representative, guest, or the reputation of Still I Rise, the information shall be disclosed privately to the Country Manager.

All information privately shared with the Country Manager will remain confidential throughout and after the representative or guest engagement, unless required by law. If a representative or guest is unsure whether the information is of a sensitive nature, they must confirm with the Country Manager.

In the event that a child is to receive special specific services by partner organizations, Still I Rise and its representatives may communicate his or her own personal information to the partner organization so as necessary to ensure the delivery of such services.

IX. SOCIAL MEDIA POLICY

It is prohibited for representatives and guests to share any information belonging any of the children on their personal social media accounts.

Posting portraits, locations or any personal detail of the Children's persona may jeopardize the children's safety.

Photographs where the face of a child is recognizable, videos clearly showing a child, child's voice recordings, and personal stories of a child in particular must not be made public via social media.

When in doubt, it is appropriate to contact the Country Manager for consultation.

X. CHILD PROTECTION POLICY

It is Still I Rise's priority to protect the children it serves. In all projects operated by Still I Rise the organization operates around the world, it applies and enforces child protection and advocacy policies, both within and outside of the Centers. More information regarding the child protection policy of specific projects can be provided on request.

SECTION 6: DOCUMENTS, FORMS AND MATERIALS

In order to assure that the Child Safeguarding Policy is applied efficiently and at all times, Still I Rise has developed documents, forms, materials and presentations to be used by its representatives to promote, check and apply accordingly the Child Safeguarding Policy. All materials are available for consultation upon request to info@stillirisengo.org.

The list includes, but is not limited to:

Training Materials

Child Awareness Workshops

A specific workshop is designed for each Still I Rise project.

Child Safeguarding Training for Representatives

Fire and Earthquake Workshop for Children

A specific workshop is designed for each Still I Rise project.

Fire and Earthquake Training for Representatives

A specific training is designed for each Still I Rise project.

First Aid Workshop for Children

A specific workshop is designed for each Still I Rise project.

First Aid Training for Representatives

A specific training is designed for each Still I Rise project.

Additional Policies and Procedures

Child Protection Policy

A specific policy is designed for each Still I Rise project.

Child Safeguarding Policy Violation Case Decision and Follow up Form

Representative vetting procedure

Specific procedures are designed for each Still I Rise existing representative position.

Documents

Code of Conduct (guest form) for guests

A specific document is provided for each Still I Rise project.

Code of Conduct (representatives form) for representatives

A specific document is provided for each Still I Rise project.

Report Record Form

Representative vetting procedure

Specific procedures are designed for each Still I Rise existing representative position.
