



SAFEGUARDING POLICY

Updated: September 2023
Next review: September 2024

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1. POLICY STATEMENT

Street Child UK is an international development charity, registered under the laws of England and Wales with charity number 1128536, focused on designing and delivering education, child protection and livelihood programmes that help build children's futures in the world's toughest places.

Street Child's vision is a world where the rights of every child are realised, in particular, the right to education. Our mission is to support the world's most marginalised children to realise those rights. The safety and welfare of the most vulnerable populations we serve is of paramount importance to Street Child's relief and development work.

Street Child has a duty to safeguard all persons from harm when they come into contact with its personnel or affiliates through its activities by preventing and responding to misuse of power, position or privilege.

Street Child believes that all staff, partners, volunteers, and affected populations have the right to work in a safe environment free from abuse and exploitation and therefore operates a zero-tolerance policy with regards to any form of abuse of power resulting in all forms of harm

All Street Child personnel and affiliates have a responsibility to provide a safe environment for children and adults. Both will be required to safeguard wellbeing of children and adults and work to maintain public trust in the organisation. They are expected to demonstrate this commitment by holding themselves and colleagues accountable for their adherence to this policy and ensure they do not abuse their position of power or trust and cause any harm to children, vulnerable adults and to other personnel and affiliates.

Street Child will uphold the principle of confidentiality and information related to safeguarding concerns, reports and investigations will be shared on a limited 'need to know' basis only.

Street Child affirms its determination to prevent acts of sexual abuse, exploitation and harassment by our personnel and affiliates and fully subscribes to the Inter-Agency Standing Committee Six Core Principles relating to Sexual Exploitation and Abuse (Updated in 2019)¹² which are as follows:

1. "Sexual exploitation and abuse by humanitarian workers constitute acts of gross misconduct and are therefore grounds for termination of employment.

2. Sexual activity with children (persons under the age of 18) is prohibited regardless of the age of majority or age of consent locally. Mistaken belief regarding the age of a child is not a defence.

¹ <https://interagencystandingcommittee.org/inter-agency-standing-committee/iasc-six-core-principles-relating-sexual-exploitation-and-abuse>

3. Exchange of money, employment, goods, or services for sex, including sexual favours or other forms of humiliating, degrading or exploitative behaviour is prohibited. This includes exchange of assistance that is due to beneficiaries.

4. Any sexual relationship between those providing humanitarian assistance and protection and a person benefitting from such humanitarian assistance and protection that involves improper use of rank or position is prohibited. Such relationships undermine the credibility and integrity of humanitarian aid work.

5. Where a humanitarian worker develops concerns or suspicions regarding sexual abuse or exploitation by a fellow worker, whether in the same agency or not, he or she must report such concerns via established agency reporting mechanisms.

6. Humanitarian workers are obliged to create and maintain an environment which prevents sexual exploitation and abuse and promotes the implementation of their code of conduct. Managers at all levels have particular responsibilities to support and develop systems which maintain this environment.

2. POLICY SCOPE

1. This Safeguarding policy applies to persons who work or represent Street Child such as:

- “personnel” (this includes staff, contractors, volunteers, trustees of Street Child UK), pro bono experts and personnel working for Street Child UK branches such as CIC Afghanistan, Street Child Nigeria, Street Child Nepal, Street Child Uganda, Street Child Sri Lanka and Africa Educational Trust. A “branch” is a country where Street Child directly operates in programme delivery, either with a locally registered entity or working towards being registered.
- “affiliates” are organisations that have entered into partnership with or receiving grants from Street Child UK and/or its branches) and their staff and personnel.

2. Street Child is committed to put in place safeguarding measures to protect the communities we serve and all Street Child personnel and affiliates from exploitation and abuse, which includes the following types of harm (Refer to **Annex 1**): i) discriminatory abuse; ii) financial or material abuse; iii) commercial or economic exploitation; iv) neglect; v) physical abuse; vi) psychological abuse; vii) sexual exploitation and abuse; viii) bullying and sexual harassment.

Survivors of exploitation and abuse may be children (under the age of 18) or adults (aged 18 or over). However vulnerable children have specific protection concerns, which are covered in Section 5 of Street Child’s Child Protection Policy.³

³ Child Protection Policy

https://streetchildorg.sharepoint.com/:b:/s/AllStaff/ESAEDQcsA75HjxwJDWhAwOIBEZoYqFwWh3J9St_8kagWjQ?e=oNg8VY

- 2.1 Decisions will be made with specific approval from the Global Safeguarding Focal Point (GSFP) or the Global Safeguarding Complaints Committee (GSCC) in the case of a Serious Incident.
- 2.2 All Street Child UK personnel and affiliates must act in accordance with this policy at all times, including in their personal and professional lives, whether in or outside working hours.
- 2.3 The policy will be reviewed once a year or wherever appropriate, e.g. following a Serious Incident.

3. POLICY RULES

- 3.1 Where personnel or affiliates develop concerns or suspicions regarding abuse or exploitation by a fellow worker, whether in the same agency or not, **they must report such concerns via established reporting mechanisms.** Failure to report may incur disciplinary action.
- 3.2 Personnel and affiliates are obliged to create and maintain an environment which prevents exploitation and abuse and promotes the implementation of the code of conduct⁴.
- 3.3 Managers at all levels and safeguarding focal points have particular responsibilities to support and develop systems which maintain this environment, as set out in their job descriptions.
- 3.4 Street Child does not tolerate malicious reporting and takes very seriously the making of malicious allegations, the public circulation of unfounded allegations and the breach of confidentiality. All such actions may amount to misconduct and have disciplinary consequences.
- 3.5 All personnel and affiliates must ensure that they uphold the principle that every child has a right to be accurately represented whilst safeguarding their privacy and dignity through words and images. They must acquire informed written consent (See Annex 3 below) before using a child's image and/or personal information. All materials produced and published with information pertaining to a child will use an accurate and balanced depiction of the child and their circumstances. They must ensure in all images children are appropriately clothed and not depicted in, or described using, any degrading, discriminatory or sexually provocative poses and/or language. People or other organisations that receive photos (or other visual materials) from Street Child will be provided with advice and guidance on how they are to be used. In addition, photos and other visual materials will be accompanied by a statement that they are to be used solely and specifically for the purpose of genuine publicity on behalf of, and as agreed with Street Child.
- 3.6 All personnel who have access to information about children such as personal contact information including their phone numbers, email or home addresses, specific cases or incidents, photographs or any other details of a child's personal life must fully understand what constitutes acceptable and unacceptable sharing of information regarding children. This includes anonymizing all information when sharing information internally (as appropriate) and/or externally with the public in fundraising materials, funding applications and audio-

⁴ Code of Conduct Document; <https://streetchildorg.sharepoint.com/:b:/s/AllStaff/Ea4KyfpIRopCheUbvIZ-U-IBczWJyfwxCA6onDtTWOWNAA?e=7DwIz3>

visual content to ensure the specific location or identifying details are not disclosed to reduce risk to children and their families.

- 3.7 All personnel must actively seek to minimize risk situations with children, including but not limited to: not being alone with a child; meeting children accompanied by a second adult where possible and in a public location; not showing any form of favouritism and not spending excessive amounts of time with one child.
- 3.8 All personnel must not engage in or allow any form of unacceptable physical behaviour including but not limited to: not engaging in, or allowing sexually provocative games with children to take place; not initiating any form of physical contact such as holding hands, unless it is for the child's safety; never sleeping in the same bed as a child/children or doing things of a personal nature that a child could do for themselves, such as dressing, bathing, or grooming.
- 3.9 In the course of upholding the Safeguarding Policy, the disclosure of personal information about children, including legal cases, shall be limited to the safeguarding leads, Country Directors and the Safeguarding Complaints Committee (SCC), and other personnel on a strict need to know basis.

Annexes

Annex 1: Definitions

Child: Anyone under the age of 18, in line with Article 1 of the UN Convention on the Rights of the Child.

Child Abuse: According to the World Health Organisation, "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.'⁵

Debt Bondage or Bonded Labour: The act of being required to work to pay off debt when an individual borrows money that they cannot pay back. This involves the loss of control over the conditions of their employment and debt, often leading to high interest rates and a cycle of entrapment.

Direct contact with children: Being in the physical presence of a child or children in the context of the organisation's work, whether contact is occasional or regular, short or long term. This could involve project/site visits. This list is not exhaustive.

Discriminatory abuse – including discrimination on grounds of race, gender and gender identity, disability, sexual orientation, religion, and other forms of harassment, slurs, or similar treatment.

^{5 5} The WHO definition of Child Abuse as defined by the Report of the Consultation on Child Abuse Prevention WHO – 1999.

Exploitation: The act of deliberately maltreating, manipulating, or abusing power and control over another person. It is usually for personal gain of the abuser but not always. Exploitation includes forced or compulsory labour, child labour, human trafficking, recruitment into extremist and / or armed groups (including the recruitment of children in armed conflict), criminal gangs, and domestic and sexual violence and abuse.

Financial or material abuse – including theft, fraud, exploitation, coercion in relation to an adult's financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions, or benefits. Increasingly children can also be targeted for financial or material abuse through online contact and transactions.

Forced or Compulsory Labour: Refers to any work or services that people are forced to do against their will due to the threat of some form of punishment.

Harmful Traditional Practices: includes early and forced marriage, female genital mutilation or cutting (FGM / FGC), and honour based violence.

Honour Based Violence: violence committed within the context of the extended family which is motivated by a perceived need to restore standing within the community, which is presumed to have been lost through the behaviour of the victim. Most victims of this type of violence are women or girls, although men may also be at risk.

Human Trafficking: Refers to the transporting, recruiting or harboring of people with the intent of exploitation. Violence, threats and coercion are often used to control people in this manner.

Indirect contact with children: To have access to information on individual children (in the context of the organisation's work) such as children's names, locations, photographs and case studies. Note this list is not exhaustive.

Neglect - Persistent failure to meet a child's basic physical and/or psychological needs, for example by failing to provide adequate food, clothing and/or shelter; failing to prevent harm; failing to ensure adequate supervision; or failing to ensure access to appropriate medical care or treatment.

Physical abuse – including assault, hitting, slapping, pushing, burning, misuse of medication, restraint or inappropriate physical sanctions or female genital mutilation (FGM).

Psychological abuse – including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or unreasonable and unjustified withdrawal of services or supportive networks.

Safeguarding is defined as protection from all forms of harm, including preventing and responding to misuse of power, position or privilege.

Sexual Exploitation is defined as the abuse of a position of vulnerability, differential power, or trust for sexual purposes; this includes profiting monetarily, socially, or politically from the sexual exploitation of another. This may include cyber-sexual activity.

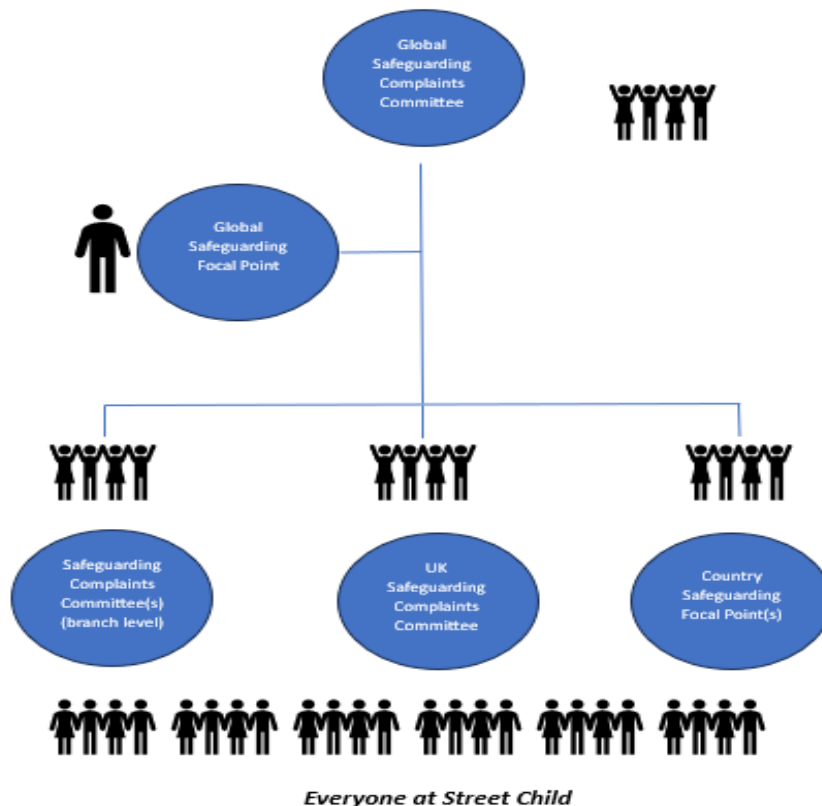
Sexual abuse is defined as the actual or threatened physical intrusion of a sexual nature, including inappropriate touching, by force or under unequal or coercive conditions. This may include cyber-sexual activity.

SEAH is the acronym for Sexual Exploitation, Abuse and Harassment

Serious Incident is defined by Street Child's Board to be an incident which has caused significant harm to an individual affiliated with the charity and/ or constitutes a major threat to the reputation of the charity. This would include safeguarding concerns of sexual abuse, exploitation, serious physical or emotional abuse and death.

Annex 2: Safeguarding Procedures

Safeguarding Roles and Responsibilities



1. Everyone at Street Child has a responsibility to uphold and comply with the safeguarding policy.
2. All personnel at Street Child will receive safeguarding training at induction and refresher training at least once a year.
3. Street Child also incorporates appropriate responsibilities to specific staff positions to support and ensure effective implementation of organisational strategies to prevent and respond to exploitation and abuse. These are set out in Terms of Reference / Job Descriptions for those who have specific responsibilities.
4. **Street Child's Global Safeguarding Complaints Committee (GSCC)** has overall oversight responsibilities for safeguarding at Street Child. This includes all Serious Incidents and investigations. The GSCC is formed of the Global Safeguarding Focal Point, a member of the Senior Leadership Team and a Board representative. Where the case requires, GSCC members may be recused, and/or other specialised professionals added to the committee
5. **Safeguarding Complaints Committees (SCC)** have the responsibility to oversee safeguarding incidents and investigations (excepting Serious Incidents) at the Street Child branch level. The SCC will normally be composed of a minimum 3 members in total, from one or more of the following groups: i) GSCC members; ii) local Safeguarding Complaint Committee branch members; iii) Street Child senior management team; iv) external safeguarding and/or HR experts, v) Safeguarding Focal Point.
6. **Street Child's Global Safeguarding Focal Point** has the lead responsibility to drive the establishment and implementation of this safeguarding policy and processes at Street Child and support SFPs, and to receive safeguarding concerns.
7. **Safeguarding Focal Points** (branch level) at least one per team, are responsible for coordinating the establishment and implementation of this safeguarding policy and processes within their operating team. **All safeguarding contacts** are listed in Section 9, with names, roles, and contact details.

1. Safeguarding Incident Protocols: witnessing an incident



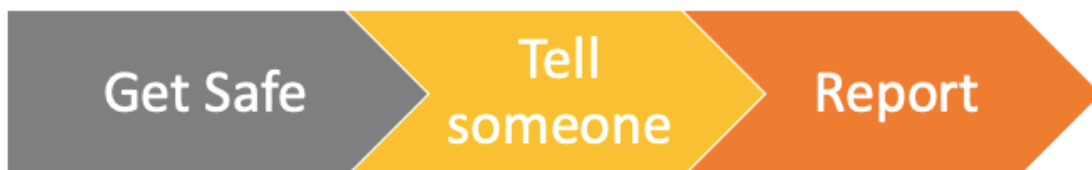
1. In the case of a live incident, it is most important to firstly ensure you and the survivor are safe. This may include removal from situation; access to medical services; referral to local authorities. This should be done in consultation with the relevant senior management (e.g Director of People, country representative). Also consider safety of Subject of Concern, where relevant.

2. Report the incident at the earliest possible moment to the team senior management and Safeguarding Focal Point to seek further advice.
3. In order to record the incident, it is important to consider whether you are the best person to witness [e.g language barriers; child protection]. Take an 'active listening', empathetic approach. Avoid judgment or bias, ask who, where, when, what - avoid why. Take notes, repeat to check understanding, but do not promise total confidentiality as you are required to report the incident.

If a child expresses concern about a specific person's actions or behaviour to any member of staff the following protocols should be observed:

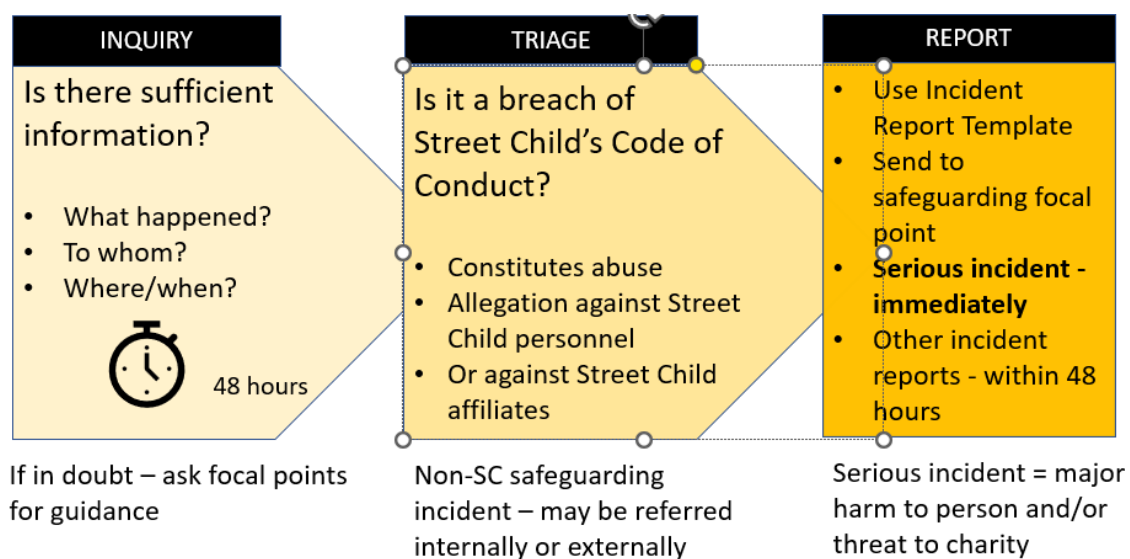
- Reassure them that reporting the behaviour was the right action
- Listen carefully and calmly and ask questions to clarify the allegations so that you will be able to report the incident correctly.
- Do not repeat the same questions to the child during the conversation so that the child does not get the impression that they did not give the correct information the first time and are not fully believed.
- Make a clear distinction in your report between what the child actually said and what you may have inferred. Never permit personal doubt to prevent you from reporting the behaviour/allegation to the appropriate person.
- Always let the child know what you are going to do next and that you will let them know what happens.

2. Safeguarding Incident Protocols: if you are the survivor



1. Stay safe or get to safety [hibernation; relocation; evacuation]. In an emergency, call the local emergency line. Seek medical help / GBV services if you need it. If you prefer to receive medical help elsewhere, talk to Street Child (line manager/Safeguarding Focal Point/Global Safeguarding Focal Point)
2. Talk to someone you trust about what has happened – a family member/friend/colleague, or a helpline. Talk to Street Child – a trusted colleague, your line manager, HR or the Safeguarding Focal Point.
3. If a criminal act has been committed, consider reporting it to the police. You can ask someone to report for you or accompany you [including a Street Child personnel]. You may not feel safe or need time to consider; don't feel pressured to act immediately and seek Street Child advice.

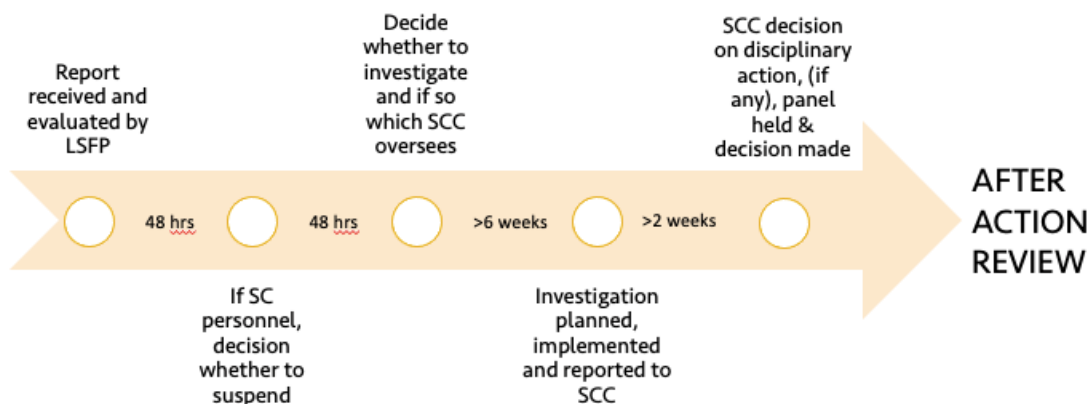
3. Street Child Reporting Protocols



- a. Personnel are required to bring to the attention of Street Child any practices or actions of exploitation and abuse by Street Child personnel and affiliates, whether witnessed directly or indirectly.
- b. In the event of a Street Child safeguarding incident, where there is an allegation against Street Child staff, associated personnel or affiliate, this must be reported in one of the following ways:
 - i. To the branch Safeguarding Focal Point (listed in section 9) or line manager in person, over the phone or by email (copied to the SFP)
 - ii. To the Global Safeguarding Focal Point or other member of the Global Safeguarding Complaints Committee in person, by phone or by email
 - iii. Via Street Child's safeguarding inbox: safeguarding@street-child.org, accessed by the Global Safeguarding Focal Point
 - iv. Using the [anonymous complaints form](#) on the website
 - v. Local reporting mechanisms including complaints boxes

- c. All reports of safeguarding incidents should be made using the Incident Report Template (Section 11) within 48 hours of disclosure or being witnessed, citing all available information, and the reporter is to await further instruction.
- d. In the case of a Serious Incident (major harm to person / threat to charity) they should be reported immediately to the Global Safeguarding Focal Point, or other member of the Global Safeguarding Complaints Committee using the contact details provided in Section 9 of this policy.
- e. Where personnel or affiliates are dissatisfied with the response , then they should raise the matter in writing directly with the CEO or, if necessary, the Chair of the Board of Trustees using the contact details provided in Section 9 of this policy.
- f. The organisation will endeavour to ensure that personnel and affiliates who report safeguarding concerns are protected from any intimidation or harassment by any other parties as per Street Child’s Whistleblowing Policy. Any employee raising such concerns in good faith will not be subject to any detriment either during or after their employment.
- g. For the protection of its personnel, affiliates and organizational reputation, Street Child takes very seriously culpability in exploitation and abuse, the making of malicious allegations, or public circulation of unfounded allegations. All such actions may carry disciplinary consequences.

4. Street Child procedure for handling of safeguarding reports



- a. Each report will be received and evaluated by the Global Safeguarding Focal Point (SFP) to determine if it is a possible serious incident and trigger a safeguarding investigation authorised by the SFPSFP.
- b. Due to the sensitive nature of safeguarding concerns, confidentiality must be maintained during all stages of the reporting process, and information shared on a limited ‘need to know’ basis only.
- c. Where a serious allegation has been made against a Street Child employee, this employee may be suspended until the investigation has been completed, in consultation with the Country Representative and Africa or Asia Programmes Directors.

- d. The GSFP will agree with the Global Safeguarding Complaints Committee on a decision to open any safeguarding investigation and convene, the local branch Safeguarding Complaints Committee.
- e. . Third parties may also need to be informed, e.g local authorities, funders, statutory bodies, etc, in agreement with the SFP.
- f. Reports will be redacted to protect the identity of individuals as a matter of course.
- g. Identities will be shared outside the Street Child GSCC / safeguarding complaints committee and investigation team only as an exception, where necessary to protect an individual and/or the charity, or to pursue criminal process.
- h. In the case that an investigation is opened, an Investigations Manager will be appointed by the GSFP, responsible for running the investigation process, which will be as follows:
 - i. A Safeguarding Complaints Committee to review the process and receive the report will be appointed by the Global Safeguarding Focal Point
 - ii. An investigation team with relevant skills / contextual knowledge will be appointed (usually 2 people) by the Investigation Manager
 - iii. Investigation plan will be prepared by the investigation team with the support of the Investigations Manager, and reviewed by the Safeguarding Complaint Committee for appropriate investigation goals and observance of process in line with SC's safeguarding and HR policies;
 - iv. Investigation carried out, involving collection and documentation of physical and verbal evidence, with strict observance of confidentiality;
 - v. Investigation report produced, which presents findings as to:
 - allegation upheld and whether the Subject(s) of Concern has/have breached the Code of Conduct;
 - a management implication report on recommendations arising from the investigation and report submitted to the SCC;
 - vi. The SCC review the report and agree i) whether correct process has been followed; ii) whether the complaint is upheld or not; iii) whether referral to a Street Child disciplinary panel is necessary; iv) whether any additional recommendations are necessary
 - vii. The report will be submitted to the Global Safeguarding Focal Point and further action agreed with the SCC.
 - viii. If a disciplinary process is recommended, it will be carried out in accordance with Street Child's disciplinary procedures as specified in the [HR manual](#).
 - ix. If the safeguarding concern relates to a partner organisation, decisions may be made by the country management team to suspend or terminate the partnership according to their MOU in line with section 8, (i) – failure to respond;
 - x. If the safeguarding concern reported is about the behaviour of an associated personnel (for example contractors, consultants, or suppliers), decisions may be made by the country management team for example to terminate their contract for gross misconduct.

- i. The complainant will be kept informed that the investigation is ongoing and updated as to when they can expect to hear an outcome. They will be informed of the high-level outcome of the investigation once concluded.

5. Recruitment and induction

- a. Job Advertisements shall clearly state that pre-employment checks will be required during the recruitment process in line with our Internal Recruitment Guide and Commitments to the Misconduct and Disclosure Scheme.
- b. Questions on safeguarding must be included in interviews for any persons recruited to work directly on projects with children and vulnerable adults. As per section 7 of the HR Manual Background checks are carried out as part of our recruitment policies for all employees, consultants, and volunteers, using DBS in the United Kingdom, and checking photo identity. Guidance on equivalent criminal record checks in other countries will be pursued as far as reasonably possible; the Operations Officer should advise on these. An enhanced DBS check or equivalent will be pursued for roles coming into direct contact with children. Street Child's requires references from a line manager or an HR contact from each organisation worked for in the last 5 years, this includes specific questions on safeguarding concerns. Completed Statement of Conducts requested from previous employers in line with the standards set out in the Misconduct and Disclosure Scheme (www.misconduct-disclosure-scheme.org) of which Street Child is a member since 2021. Templates can be found on Teams under All Staff / HR / Misconduct & Disclosure Scheme.
- c. Street Child standards on safeguarding must be incorporated into all induction and relevant training materials for all employees, associated personnel and volunteers; liaise with the team safeguarding focal point to ensure this is included.
- d. All personnel and affiliates shall read and accept Street Child Safeguarding and Child Protection Policy and sign the Code of Conduct to affirm acceptance.

6. Affiliates and safeguarding

Street Child commits to actively supporting the eradication of exploitation and abuse by its partner organisations, contractors and other affiliates.

Local / national implementing partners

- i) The safeguarding policy will be included as a specific annex to any MoU, partnership or grant agreement with partner organisations, with the express statement that the failure of the organisation to prevent or respond to exploitation and abuse, may result in suspension of any agreement until such time that adequate measures are put in place, failing which this could lead to termination of any agreement and cessation of partnership.

- ii) All safeguarding incidents must be reported by the partner to the Street Child Safeguarding Focal Point or Street Child senior management within 7 days. In the case of a safeguarding incident like exploitation and abuse that involves a severe harm or threat for the survivor, or a serious reputational risk to the partner or Street Child UK or its branches, it must be reported by the partner within 48 hours.
- iii) The management of any investigation etc will be the responsibility of the partner whose staff / associated party has been implicated. However, the partners are also responsible to inform Street Child of major developments and the resolution of the case.
- iv) Safeguarding children, vulnerable adults, staff and associated personnel must be a central consideration through the programme cycle for all partners, and be discussed as part of co-design, delivery, monitoring and evaluation. It should be included in mapping of overall programme risks and proposed mitigations.
- v) Street Child commits to actively support partner organisations, where possible, to:
 - Develop (if lacking) or strengthen their own Safeguarding policy based in international standards, including response and whistleblowing procedures
 - To access training on Safeguarding
 - To appoint a Safeguarding Focal Point, responsible for reporting incidents, refresher training and active monitoring of implementation of safeguarding measures
 - To carry out fair and impartial Safeguarding Investigations, support for survivors and other vulnerable witnesses and ensure next steps are carried out.

Contractors and safeguarding

For contractors who may come into contact with children or vulnerable adults, the safeguarding policy and Code of Conduct will be included as a specific annex to the contract, with the express statement that the failure of the organisation to prevent or respond to exploitation and abuse, may result in suspension and eventual termination of the contract.

Volunteers and safeguarding

All volunteers must review and sign the Code of Conduct and safeguarding policy as part of their volunteer agreement. They will receive safeguarding training in the UK as part of their induction and be briefed on arrival in the country as relevant.

Event participants and safeguarding

All event participants who may come into contact with children and vulnerable adults must sign Street Child's safeguarding policy and Code of Conduct and will receive briefing on safeguarding on arrival in country as relevant.

8. Programme mainstreaming of safeguarding

Street Child acknowledges that whilst instances of exploitation and abuse by its personnel and affiliates are extremely grave, the most common safeguarding and child protection risks are within communities living in high-risk environments such as IDP camps, slum communities and on the streets. Particularly vulnerable populations include girls and children with disabilities.

It is the responsibility of the appointed Safeguarding Focal Point for each country to ensure implementation of Street Child's safeguarding procedures and the programme mainstreaming of safeguarding in their designated country.

- a) Street Child will ensure that safeguarding concerns are considered through a risk assessment and addressed prior to setting-up a project - even those that are not explicitly protection-focused.
- b) Street Child will use all available opportunities to incorporate awareness and prevention of harm and SEA into its programmes, including but not limited to staff training and advocacy activities with affected populations and key stakeholders such as teachers, police, community elders, local and national government representatives, and young people.
- c) Child friendly versions of Street Child's Safeguarding Policy and procedures will be made available in all communities Street Child works.
- d) Street Child will ensure there are feedback mechanisms in place that allow reports of exploitation and abuse to be made, including anonymously. Complaints and feedback mechanisms are consistently available, visible, and understood at key project sites. A local safeguarding focal point may be appointed, ideally female or one male and one female, conversant in the local language (s).

Specifically, Street Child will:

- Display basic visible guidelines on all forms of harm;
- Display a phone number to call or text (local safeguarding focal point)
- Create an anonymous feedback mechanism – e.g., complaints box.
- Actively seek the views of affected populations to improve policy and practice in programming.

9. Safeguarding Contact List

CEO

Tom Dannatt

E: tom@street-child.org T: +44 (0) 7782 173447

Global Safeguarding Committee

Designated Safeguarding Trustee – Anthony Wallersteiner (Co-Chair of Board of Trustees)

E: awallersteiner@stowe.co.uk T: +44 (0)1280 818240/+44(0)7795 325066

Global Safeguarding Focal Point – Megan Lees-McCowan (Africa Programmes Director) (Julie Polzerova from 10 March 2023)

E: megan.lees-mccowan@street-child.org T: +44 7772 621621

Global Head of Advisory – Ramya Madhavan

E: ramya.madhavan@street-child.org T. +44 (0)7937 147302 (Whatsapp)

Global Safeguarding Contacts

Anyone may contact any of these individuals regarding a safeguarding incident

Designated Safeguarding Trustee – Anthony Wallersteiner (Co-Chair of Board of Trustees)
E: awallersteiner@stowe.co.uk T: +44 (0) 1280 818240

Global Safeguarding Focal Point – Megan Lees McCowan (Africa Programmes Director) (**Julie Polzerova from 10 March 2023**)
E: megan.lees-mccowan@street-child.org; T: +44 (0) 7772 621621
E: julie.polzerova@street-child.org T: +44(0) 7535349787

Deputy Global Safeguarding Focal Point - Marcello Viola (Global CP Advisor)
E: marcello.viola@street-child.org T: +234 (0) 907 8199907

Safeguarding Focal Points

Afghanistan Safeguarding Focal Point – Siddharth Pillai
E: Siddharth.pillai@street-child.org T: +91 (0) 95673 98396 21

Bangladesh Safeguarding Focal Point – Nowra Selim
E: nowra.selim@street-child.org; T: +880 1863869068

Burundi Safeguarding Focal Point – Jolien van den Broeck
Jolien.vandenbroeck@street-child.org T: +32 468 25 77 00

Cameroon Safeguarding Focal Point – Kingsley Udo
E. kingsley.udo@street-child.org; T: +237 6 51 23 52 68

DRC Safeguarding Focal Point Jean Claude Muhindo Bakwabaya
E: jeanclaude.bakwabaya@street-child.org T: +243 976 006 165

Europe Safeguarding Focal Point – Marina Lopez
E. marina.lopez@street-child.org T. +34 699 685 175

Ghana Safeguarding Focal Point – Shine Dewovo
E: shine.dewovo@street.child.org

Kenya: Rosebella Odhiambo
E: admin@africaeducationaltrust.org T: +254723 903191

Liberia Safeguarding Focal Point – Sallieu Timbo
E: sallieu.timbo@street-child.org +231 77 603 4822

Mozambique Safeguarding Focal Point - Payman Shamsian
E: Payman.shamsian@street-child.org; T: +90 505 010 98 31

Nepal Safeguarding Focal Point – Kamala Upreti

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Ukraine Safeguarding Focal Point: Anna Stanislavchuk

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10. Street Child Incident Report Form

MANAGEMENT ASSESSMENT

(to be completed by the Safeguarding Focal Point)

Serious Incident? (Y/N)

Incident summary

Date:

Name of person filing report:

Designation of person filing report

Type of report:

- ☐ Bullying
- ☐ Harassment (including sexual harassment)
- ☐ Child protection
- ☐ Corruption, fraud or bribery
- ☐ Gross misconduct (see HR Manual for definition)
- ☐ Security incident or near-miss
- ☐ Sexual, abuse or exploitation
- ☐ Other - specify:

When was the incident (date, time):

Location:

Who was involved:

What happened:

What action was taken:

What action still needs to be taken:

Copy of report to: Global Safeguarding Focal Point / safeguarding focal point

Comment on action taken

[Safeguarding Focal Point to complete]

11. Obtaining Informed consent for Filming /Pictures / Interviews

Full document can be found under Communications / Communications Guidelines, Resources and Tool Kits / Guidelines_procedures

I _____ (Full name) _ , hereby consent to Street Child interviewing/filming/taking pictures* of myself and/or the children that I supervise. [*delete as appropriate]

I understand that this material could be used for different purposes and seen by many different people.

I do not expect any cash/services in return.

Street Child promises to be respectful of each person's dignity and use the materials in a responsible manner.

Date: ____/____/____

Signature: _____

Details of the adults and children that appear in the pictures or films:

| Name | Age | Place | Family/Education Status or Other Details |
|-------------|------------|--------------|-------------------------------------------------|
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