



**EUROPEAN CENTER
FOR DEMOCRACY DEVELOPMENT**

THE CHILD PROTECTION POLICY.

In some of the projects, the European Center for the Development of Democracy interacts directly with children and adolescents. This usually takes place through surveys and other consultations with children about the kinds of problems the Center investigates.

These rules are developed to ensure the safety of children and adolescents. They are based on the International Child Protection Standards.

CHILD PROTECTION PRINCIPLES.

1. All children are to be protected regardless of their minority background.
2. Employees of the European Center for the Development of Democracy (ECDD) should be guided by these principles, whether they are in the workplace or not.
3. ECDD and its staff strive to do everything possible to minimize risks and eliminate hazards to children, if they occur.
4. The Child Protection Policy applies to all areas of the ECDD activity.
5. Working with children and adolescents, a Policy of confidentiality must be strictly enforced. Information that could in any way harm the further development of the child or maintain his or her psychological balance may not be disclosed to third parties.

DESCRIPTION OF THE POSSIBLE HARM TO THE CHILDREN.

1. Physical abuse. This is any violation of the physical integrity of a child for the purpose of his or her moral humiliation or physical suffering.
2. Sexual abuse. This is forcing a child into sexual intimacy, as well as involving children and adolescents in viewing or creating sexual images, observing the sexual activities of third parties, or encouraging children to engage in inappropriate sexual behavior.
3. Sexual Exploitation. It is the coercion of children to any sexual activity for money.
4. Negligent Treatment. Negligent treatment of a child, resulting in the failure to meet the child's physical or psychological needs.
5. Emotional abuse. Persistent emotional abuse that affects a child's emotional development. Emotionally abusive behaviors include restriction of movement, degrading actions, bullying, and threats, intimidation, etc.
6. Commercial Exploitation. The use of a child in work or other activities for the benefit of others and to the detriment of his or her physical or mental health, education, moral or socio-emotional well-being.

THE RESPONSIBILITIES OF ECDD STAFF WHEN WORKING WITH CHILDREN AND ADOLESCENTS (UNDER 18 YEARS OF AGE).

1. Only employees with pedagogical or psychological education are allowed to work with the children.
2. Each employee must submit a CV when applying for a job. Information about each employee is checked, including the originals of educational documents.
3. All employees working with children undergo continuous training throughout the year regarding various forms of child safety.
4. Any ECDD work with children is based on voluntariness and requires the consent of both children and their parents or guardians.
5. All employees working with children, once a month, provide reports, which, among other things, describe in detail all the risks to the safety of the child that arose in the course of work.
6. Any use of photographic images of children requires the consent of their parents or guardians.
7. Working with children, ECDD employees are required to identify themselves. To do this, they use badges with the name of the ECDD, the first and last name of the employee, and the name of the Program the children taking part.
8. Children should be informed of channels of help when they have concerns about themselves or their friends.
9. Working with the children (individual and focus groups) the employees must **exclude**:
 - Showing images of children naked or in indecent poses.
 - Public display of any information with the address or other coordinates of those or other children.
 - Disclosure of information about the child's contacts, including his or her address.
 - To pass on to third parties not connected with work with children any information about children's state of health, their psycho-emotional state, etc.
 - Conversation with children in high tones, any form of moral pressure on children, attempts to force them to do what they do not want, made in a rude, insulting form.
 - Prohibiting children from going to the bathroom in the middle of exercise.
 - Offers for children by employees to participate in a commercial project.
 - Any form of physical abuse of children.
10. If a conflict has occurred between a teacher or support worker and a youth in which physical or emotional violence has been used against an ECDD employee, the following actions shall be taken:
 - An employee makes a written statement describing the situation to the person responsible for the safety of the children;
 - the person in charge contacts the teenager's parents and conducts a conversation with them;

- the person in charge organizes a conversation in which the parties to the conflict participate, including, if necessary, inviting social educators, psychologists, nurses or other support staff to resolve the situation in which they attempt to resolve the conflict.

11.If a conflict arises between a child and a employee, during which the child informed his/her parents, and the parents assessed the actions of ECDD employee as non-pedagogical (violation of non-pedagogical professional ethics) the following actions are taken:

- In the presence of the Head of ECSD, parents talk to the ECDD employee who is in a conflict situation;
- If parents cannot resolve a conflict situation with employee, then:
 - The child's parents write a statement about the incident to the head of ECDD for a detailed evaluation;
 - ECSD requires a written explanation from the teacher or employee of the educational institution;
 - The ECDC, by order, establishes a commission that evaluates the conflict. There must be at least one other staff member on the commission, in addition to the ECDD employee, who is authorized to work with children;
 - Commission members interview separately the child's parents and the staff member involved in the conflict; if necessary, a representative from the local orphan's court or social services is invited for the final interview;
 - After assessing the event, if necessary, the head of the ECDD may impose disciplinary measures (admonition, reprimand), suspend or dismiss the employee;
 - if the employee's guilt is not established, the ECDD sends a reasoned explanation regarding the employee's performance evaluation and compliance with relevant regulations and ethical principles.

12.If a conflict is identified between children participating in an ECDD project during which physical or emotional abuse is observed, the following actions are taken:

- Any employee who discovers a situation should immediately report the conflict situation to the head of ECSD and the person responsible for the safety of children;
- The person in charge of children's safety notifies the parents of the children involved in the conflict, and the parents confirm with their signature that they have been notified of the conflict;
- If the conflict situation is not resolved, the person responsible for the safety of the children submits a written statement to the head of ECDD, further deciding to involve a social pedagogue, psychologist, nurse or other support staff to resolve the situation;
- On the basis of a written statement from the person in charge of children's safety, the head of ECDD invites the parents of the children involved in the conflict to a face-to-face discussion in the educational institution, during which they try to resolve the conflict.
- After that, if it is determined that the behavior of one or more children continues to

threaten the safety of the children, the head of ECDD makes a decision to work with these children on an individual basis or to expel them from the program.

13. Upon completion of any project involving children and adolescents, the ECDD informs parents of the results.