

1. Child Safeguarding Policy

2. Values Statement

RedR Australia ("RedR") is guided by its values of accountability, integrity, empathy, and collaboration.

This policy is also a reflection of the standards of RedR, and its commitment to ensuring the safety and well-being of all children engaged with or affected by RedR's operations and programs. We support the rights of children and will act to ensure a child safe environment is maintained.

3. Purpose

This policy sets out how RedR will meet its commitment to safeguarding children, defining the approach that the organisation will take to provide a safe environment for children, and the steps to prevent harm or violence to children as a result of RedR's work. This will be achieved through creating a high level of awareness amongst all RedR personnel, and a proactive approach to identifying and managing child protection risks at all levels of operations and responding appropriately in the event of a child suffering harm or violence. This policy defines the responsibility of all RedR personnel to ensure that children's right to safety, protection and well-being is respected at all times.

4. Scope

This policy applies to:

- All employees, volunteers, contractors and interns/work placements of RedR,
- Associate trainers,
- RedR deployees, and
- Roster members / applicants
- RedR Board Members.

5. Policy Statement and Principles

RedR is committed to upholding the dignity of all people and recognizes that children have unique vulnerabilities and require specific protections, as detailed in the United Nations Convention on the Rights of the Child.

RedR is committed to the Do No Harm principle and believes that all children are equally entitled to protection, regardless of age, sex, gender, ethnicity, nationality, religion and/or other identifying factors. RedR recognises that these identifying factors results in different levels of risks for children and will respond accordingly through strengthened awareness and proactive implementation of safeguarding practices to identify and mitigate these risks.

RedR recognises specific vulnerabilities of children may be increased during crisis and conflict situation and may pose a risk of harm or violence to children. RedR Australia is fully committed to respecting the rights of children with zero tolerance towards child abuse. Therefore, this policy has been developed to set out RedR's approach, principles and key measures that the agency will take to ensure that children are not harmed as a result of RedR's work.

In the event that a child is harmed, RedR will undertake all steps to prevent further harm, including reporting to local authorities or relevant protection agency, and to provide follow up support to the child, primarily through referral to appropriate local agencies, placing priority on the best interests and well-being of the child.

6. Procedures

RedR will provide through setting out clear policy and procedures and ensuring that all personnel are trained in and abide by the obligations set out in both, RedR will provide support and protection to children engaged with or impacted by RedR operations, and to RedR personnel through preventing inadvertent harm to children and a clear process for responding to allegations of impropriety.

RedR personnel will abide by this Policy and Code of Conduct and will also adhere to local and international laws related to child protection and the prevention of abuse and exploitation of children in all locations where RedR personnel are engaged.

All RedR personnel must review, sign and abide by the Safeguarding Code of Conduct, which is attached to this policy as Appendix 1.

RedR will safeguard children from harm or abuse through the following:

- Ensuring that all personnel are aware of risks that may lead to harm to children, and their responsibilities for safeguarding children through active risk identification and management.
- Ensuring that safeguarding practices are established and followed by all personnel, to provide a safe and inclusive environment that prevents violence and minimises risks to children.
- Ensuring that all RedR personnel follow the reporting procedures when concerns arise regarding the safety and wellbeing of children, and that RedR's response to any incident arising is focused on the well-being of the child and the prevention of further harm.

Personnel Recruitment and Selection

- Proactively implementing child safeguarding procedures in the recruitment and selection process of all personnel, with employment contracts offered subject to satisfactory criminal check procedures, to ensure that any personnel engaged do not pose a risk to children.
- Following safeguarding mechanisms in recruitment and selection processes for any applicants for permanent or deployment positions for RedR staff, potential deployees on the humanitarian roster, consultants, Associate Trainers and/or other representatives that may deploy on mission on behalf of RedR:
 - Conducting an interview for all applicants by RedR personnel.
 - Including specific child safeguarding questions in all interviews
 - Conducting a minimum of two verbal or two written reference checks including specific questions related to child protection and child safeguarding.
 - Offering employment contracts subject to satisfactory completion of criminal record check prior to commencement of position, or equivalent local procedure and statutory declaration provided in locations where criminal record check not available or unreliable.
 - Where applicable, subjecting all applicants to the Misconduct Disclosure Scheme.

Training

RedR will also ensure that all personnel receive training on the Child Safeguarding Policy and the Safeguarding Code of Conduct and are aware of and follow all relevant procedures that pertain to their role and activities with the agency. RedR will ensure that its child safeguarding training curriculum is refreshed and repeated in line with the policy review timeframe and/or more frequently as/if necessary.

All RedR personnel will be required to:

- Participate in training on the Child Safeguarding Policy within six weeks of commencing their role (if based in Australia), and prior to any deployment on mission.
- Complete a post-training survey to confirm knowledge and understanding of child safeguarding concepts and personnel responsibilities, with training to be repeated until/if a minimum knowledge not evident through post-training survey.
- Participate in training on relevant safeguarding procedures relevant to their role.

All RedR associates, such as donor or media representatives that are visiting a project will be accompanied by a RedR, partner agency or host organisation cleared member at all times during a visit should children and local communities be present, and are required to:

- Participate in a pre-departure briefing on child protection and child safeguarding policy and code of conduct (including procedures for informed consent and guidelines for communications content collection, to be communicated to all project visitors, including donor or media representatives).
- Read and sign the RedR Child Safeguarding Policy and the Safeguarding Code of Conduct.

Programs

RedR delivers its program through the direct deployment of professional humanitarian staff. By implementation of this policy, Safeguarding Code of Conduct and relevant procedures, RedR will take the great care to prevent any people that could present an undue risk to children are not deployed through its programs.

RedR will extend its risk management approach to its programs, including taking necessary steps to ensure that associated partners and host organisations procedures are commensurate or exceed the minimum mandatory requirements set out in the policy.

RedR will ensure that the Child Safeguarding Policy and Safeguarding Code of Conduct is referenced in all Memorandum of Understanding with organisations hosting RedR deployees and require recognition of and compliance with the same.

RedR will conduct risk assessments for all deployments based on context and Terms of Reference and implement additional risk mitigation measures, including Child Safeguarding measures, as required.

Communication and use of Images

RedR will ensure that any communications activity, such as the collection of images and stories from children engaged through RedR programs, will be conducted in a respectful manner. This will require seeking and obtaining written informed consent from children and their parents/guardians prior to taking any photographs or moving images of children. In addition, RedR will ensure that any images used portray the child/ren in a dignified manner. This covers situations where RedR personnel are conducting communications activities or are facilitating communication activities by media representatives or other parties.

At all times during such communication activities, RedR personnel will ensure that:

- Informed consent is sought from all community representatives/participants in the activity, including from parents/guardian of any children.
- Images will portray children and their communities in a dignified manner, in adequate appropriate clothing.
- Images themselves, and the file names and meta data of images, will not include any identifying features, such as the child's full name or location (such as village name).
- If the child reveals a traumatic story, such as through experience of conflict and/or natural disaster, that child will be provided with support through relevant referral agencies.

Reporting

It is mandatory for all RedR personnel to confidentially report concerns or allegations of child abuse that relate to a child involved in a RedR mission immediately (or at least within 24 hours of becoming aware) through one of the following mechanisms:

Email, telephone or direct communication to the RedR Child Protection Focal Point (Head of Risk, Safety and Security) at operations@redr.org.au utilising the form available in Appendix 2 of this policy.

Alternatively, reports can be made directly through the confidential RedR Stop line Service:

RedR Stop line:

Telephone (in Australia): 1300 304 550 between 8 am and 9 pm daily (AEST)

Telephone (overseas): +61 3 9811 3275 (reverse charges available)

Email: redr@stopline.com.au

Website: redr.stoplinereport.com

Deployees on mission (including RedR staff, volunteers, roster members and project visitors) must report concerns as per the host organisation's policy and procedures and local legislative requirements, in addition to the requirements of this policy. This can include reporting to local authorities or relevant protection agencies. Reporting suspicions of child protection contravention is a sensitive matter and the RedR Child Protection Reporting Guidelines Workflow, is demonstrated in Section 8 Flow Chart and is intended to direct personnel in appropriate and expected actions.

RedR Australia may have onward reporting requirements to its donor, depending on the program's donor requirements. RedR personnel will be informed of this during the pre deployment briefing so that any personnel who witness child safeguarding concerns can make an informed choice of how they complete their mandatory report e.g via. Stopleveline or RedR.

In the reporting process, all RedR personnel are required to:

- Acknowledge any disclosure from children or colleagues, advising that you cannot maintain secrecy of the issue and will report the matter directly to the RedR Child Protection Focal and relevant local authorities.
- Refrain from questioning children about an incident, but listen, acknowledge, and document facts as quickly as possible after the disclosure or incident.
- Maintain factual notes of any alleged incidents, ensuring recording of what has been observed or reported without embellishment.
- Report any allegations of harm or abuse of a child immediately, or within 24 hours.
- Maintain confidentiality of reports of potential incidences of harm or abuse of a child by sharing information only as specified through this policy and that of any host organisation and local authority requirements.
- Maintain professionalism in your conduct throughout your dealings within any child who has suffered harm or abuse, or with any witness that has reported potential harm or abuse, including as per all stipulations of the Safeguarding Code of Conduct.
- Prioritise the protection of any child who has suffered harm or abuse, and any witness or party that has reported potential harm or abuse to a child.
- Do not undertake any investigation into allegations of harm or abuse.
- Understand that the RedR response will strive to provide fair treatment of all parties, whilst prioritising the protection of all children and any parties that have reported allegations in an honest and factual manner.

7. Roles and Responsibilities

All RedR personnel must comply with all components of this policy. Adherence to this policy by all RedR personnel is a requirement mandated by the Australian Council for International Development (ACFID) Code of Conduct, to which RedR is a signatory.

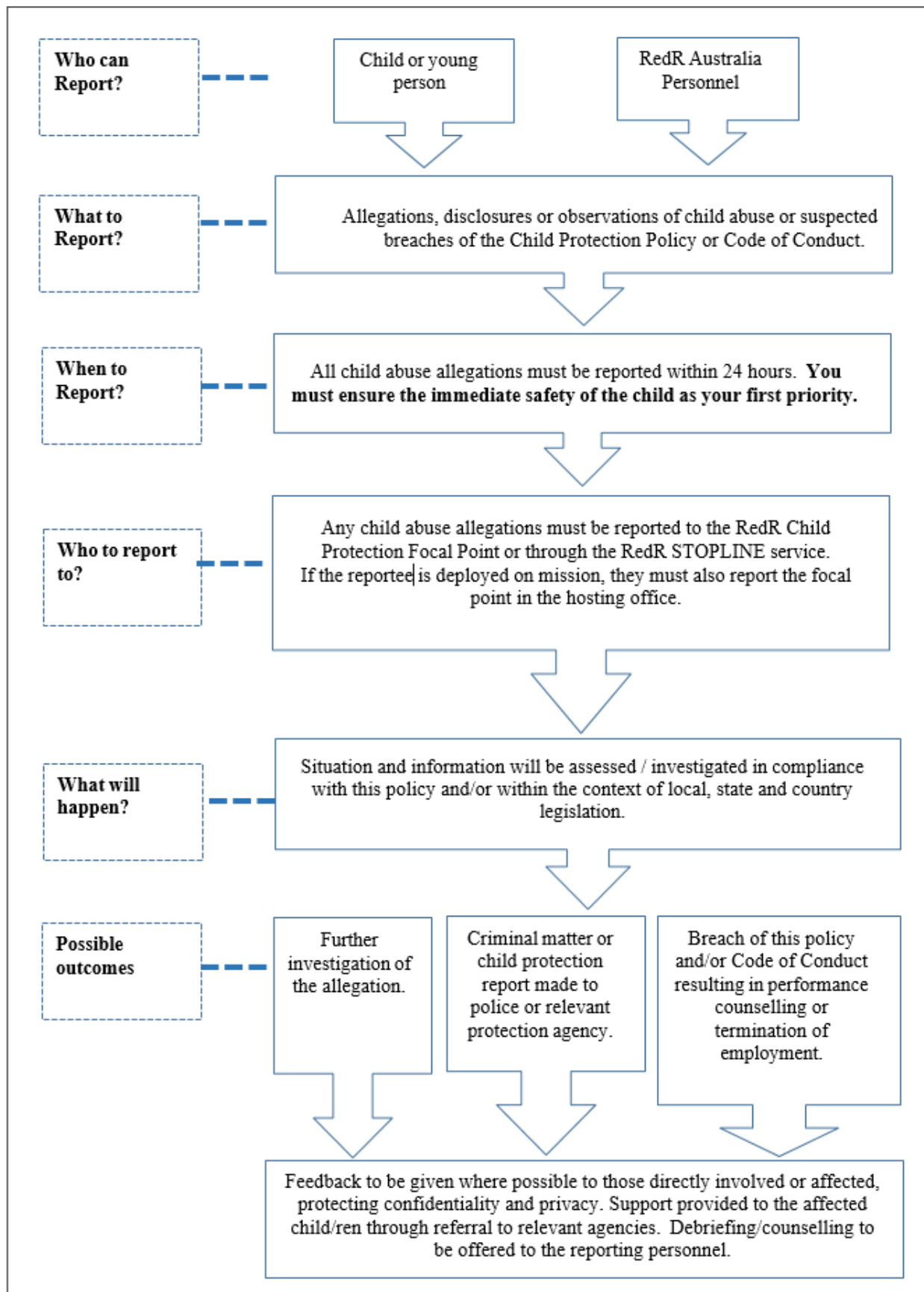
The CEO of RedR is responsible for the implementation of the Policy. They will be supported by RedR management, to ensure that:

- All personnel sign up to, and abide by, the RedR Child Safeguarding Policy and the Safeguarding Code of Conduct which is attached as Appendix 1 below.
- All personnel have access to a copy of this policy and code of conduct.
- Established procedures consistent with this policy are in place
- All personnel implement the RedR Child Safeguarding Policy and relevant procedures as applicable to local context and their role with RedR.
- All child protection concerns are reported to the appropriate focal point/s within 24 hours, or as soon as practically possible.
- Breach of this policy and/or the Code of Conduct will be enforced through performance management processes, and potential termination of employment.

All RedR personnel as defined in the scope of this policy must:

- Never abuse or exploit a child or behave in any way that places a child at risk of harm.
- Sign onto and agree to abide by this policy and code of conduct.
- Report any child protection concerns in accordance with applicable host agency procedures and this policy.
- Cooperate fully and confidentially in any investigation of concerns or allegations of child abuse.
- Participate in Child Protection and Child Safeguarding training as required and appropriate to their engagement/relationship with RedR.
- Contribute to building an environment where children are respected and encouraged to discuss their concerns and rights.
- Always treat children in a manner that is respectful of their rights, integrity and dignity, considers their best interests and does not expose them to, or place them at risk of harm.

8. Flow Chart



9. Definitions

Child	A person under the age of 18 years (in accordance with Article 1 of the United Nations Convention on the Rights of the Child).
Child Abuse	abuse happens to children of all ages, ethnicity and social backgrounds, abilities, sexual orientation, religious beliefs and political persuasion. Child abuse includes physical, sexual, emotional, neglect, bullying, child labour and family violence. Abuse can be inflicted on a child by both men and women, as well as by young people themselves and in some cases; professionals and other adults working with children in a position of trust also abuse children
Child Safeguarding	Actions, policies and procedures that create and maintain protective environments for children including to protect them from exploitation and abuse of all kinds
Child Protection	is the term used to describe the responsibilities and activities undertaken to prevent or stop children being abused or maltreated
Host Organisations	UN agencies, local implementing partners, local non-governmental organisations, international non-governmental organisations, and all other parties that we work with or alongside.
RedR Personnel	Refers to a range of paid and unpaid individuals who have committed to work with or support RedR Australia. It includes, among others, staff, standby register personnel, associate trainers, interns/work placements, deployees, volunteers, board members, contractors/consultants, standby partner organisations, funding agencies.

10. Related Policies and Documents

Safeguarding Code of conduct (Attached below as Appendix 1)

11. Document Control

Reviewed by:	P&C Manager
Approved by:	CEO
Review date:	October 2023
Next review:	October 2026
Distribution:	External
Version number	2.0

Appendix 1: Safeguarding Code of Conduct

RedR personnel must agree to and abide by the RedR Child Safeguarding Policy and the Safeguarding Code of Conduct, which sets out clear minimum behaviour standards expected of all RedR personnel. The following list is not exhaustive or exclusive, but comprises the minimum mandatory behaviour in relation to children:

When in contact with children, RedR personnel and associates will:

- Treat all children with respect regardless of race, colour, sex, language, disability, religion, political or other opinion, national, ethnic or social origin, birth or other status
- Not discriminate against or show favouritism toward any child or groups of children, at the exclusion of others
- Be aware of situations that may present risks and manage these appropriately
- Plan and organise the work and workplace to minimise risks of harm to children
- Be visible in working with children, and mindful of community expectations and perceptions in the local context
- Contribute to a culture of openness to enable any child, personnel or concerned party to raise issues or concerns about children's welfare
- Contribute to a sense of accountability in which poor practice or potentially abusive behaviour by any RedR associate does not go unchallenged
- Talk to children about their contact with staff of partner organisations or others, and encourage them to raise any concerns
- Empower children - discuss with them their rights, what is acceptable and unacceptable, and what they can do if there is a problem
- Not hire children for domestic or other labour, which is inappropriate to their age or developmental stage, which interferes with their time available for education and recreational activities, or which places them at significant risk of injury
- Comply with all relevant Australian and local legislation in the location of deployment, including labour laws in relation to child labour
- Immediately report or respond to any concerns or allegations of potential harm or abuse of a child in accordance with the Safeguarding Children Policy and local procedures and legislation
- Immediately disclose any charges or convictions of offence related to harm or abuse of children that occurred prior to or during association with RedR.

RedR personnel and associates must never:

- Hit or otherwise physically assault or physically abuse children
- Develop physical/sexual relationships with children
- Develop relationships with children which could in any way be deemed exploitative or abusive
- Use language, make suggestions or offer advice which is inappropriate, offensive or abusive (this includes swearing and discussions of a personal sexual nature);
- Condone, or participate in, behaviour of children which is illegal, unsafe or abusive
- Behave physically in a manner which is inappropriate or sexually provocative
- Provide alcohol or other drugs to children
- Show favouritism to a child or group of children by providing gifts
- Sleep in the same room or bed as a child or children
- Do things for children of a personal nature that they can do for themselves, such as assisting with toileting or hygiene matters
- Act in ways intended to shame, humiliate, belittle or degrade children, or otherwise perpetrate any form of emotional abuse
- Never ask for, accept or disclose to others, personal contact details of a child or children, such as physical address, telephone numbers, or electronic data such as email address or social media details;
- Never access child exploitation materials through any medium, including through computers, telephone, cameras or social media.

Accept it is inappropriate to:

- Spend excessive time alone with children away from others
- Spend time with children outside of designated work hours and responsibilities
- Invite unaccompanied children into my residential accommodation, unless they are at immediate risk of injury or in physical danger. If such an event arises whilst on deployment, I shall report immediately to my supervisor/ organisational focal point and seek an appropriate alternative solution.

I accept the following principles on Sexual Exploitation and Abuse:

1. Extracted from “Inter-Agency Standing Committee Task Force on Protection from Sexual Exploitation and Abuse in Humanitarian Crises” - obligatory for members to incorporate these into their Codes of Conduct
2. In this context, the term “humanitarian worker” applies to all staff, personnel, volunteers, and other representatives, including consultants, researchers, Board members and trustees.
 - Sexual exploitation and abuse by personnel constitutes gross misconduct and is grounds for termination of employment.
 - Sexual activity with children is prohibited, regardless of the age of majority or age of consent locally. A mistaken belief in the age of a child is not a defence for sexual activity with a child.
 - The exchange of money, employment, goods or services for sex with children or any person associated with the RedR program in any way is prohibited.
 - Sexual relationships between humanitarian workers² and beneficiaries are strongly discouraged since they are based on inherently unequal power dynamics. Such relationships undermine the credibility and integrity of humanitarian aid work.
 - Where a humanitarian worker develops concerns or suspicions regarding sexual abuse or exploitation by a fellow worker, whether in the same agency or not, s/he must report such concerns via established agency reporting mechanisms.
 - Humanitarian workers are obliged to create and maintain an environment which prevents sexual exploitation and abuse, in compliance with both the RedR Code of Conduct and the Safeguarding Code of Conduct;
 - Managers at all levels have additional responsibility for development, adherence and monitoring safeguarding systems to maintain this environment.

I agree that, if required to record, photograph or film a child in the course of my duties, I will:

- Before recording, photographing or filming a child, obtain written informed consent from the child (subject to age and capacity) and from their parent or guardian.
- Explain what the image will be used for, including for potential recruitment and preparation of staff and deployees to humanitarian operations.
- Ensure that the implications of the images being used either on the internet are fully understood, including that images on the internet may be in circulation forever.
- Ensure recordings, photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner.
- Ensure children are adequately clothed and not posed in a manner that could be seen as sexually suggestive.
- Ensure recordings and images are honest representations of the context and facts.
- Ensure that file labels and photo images do not reveal identifying information about a child, such as their school or residential location, when sending images electronically.

Statement to be signed by all personnel:

I declare that I have received, read, understood and agree to abide by the RedR Australia Child Safeguarding Policy and the Safeguarding Code of Conduct.

I understand that this policy and code of conduct forms an integral part of my employment contract and conditions of service with RedR Australia. I understand that any breach of this policy and/or the code of Child Safeguarding Policy

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conduct could result in disciplinary procedures, including formal warning, suspension from duties and/or summary dismissal from my role with RedR Australia.

Name:

Signature:

Date:

Appendix 2: Child Protection Incident Report Form

This incident report is to be utilized for any incident witnessed by or reported to a RedR employee or associate, as defined by the RedR Child Safeguarding Policy. The incident may be a recent occurrence or a disclosure of past harm or abuse to a child.

Details of person reporting	Name: Position with RedR: _____ Telephone: Email:
Date of incident	
Date of report	
Location of incident	Specific location/Town/Country _____ _____
Type of incident	<input type="checkbox"/> Sexual abuse/misconduct <input type="checkbox"/> Physical abuse <input type="checkbox"/> Psychological/emotional abuse <input type="checkbox"/> Neglect <input type="checkbox"/> Other (specify) _____ Mark all that are appropriate
Details of person against whom this allegation is made	Name: Position: Contact details: Age: Sex: Association with RedR: <input type="checkbox"/> RedR staff (direct employee/employee) <input type="checkbox"/> Host organization staff <input type="checkbox"/> Consultant/contractor/supplier <input type="checkbox"/> Volunteer <input type="checkbox"/> Other (specify) _____

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Details of child/victim of incident	Name: Location: Contact details: Age (when incident occurred): Sex: Nationality:
Description of Incident	
Injuries to child observed or reported	
What support has been provided to the child?	

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Is the child still at risk?	
Has the host organization been informed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have local police or relevant authorities been informed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
What other authorities, if any, have been informed?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please specify _____
Any additional information pertaining to the incident	
Does the individual reporting this incident require any support?	