

Child Protection Policy

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Applies To:	All Staff, Volunteers, Partners, and Visitors

Destiny Rescue is serious about protecting and upholding the rights of children. All children, regardless of their gender, age, race, disability, religion, political persuasion, social status, pregnancy, cultural background or sexuality, need to be equally protected from abuse. Destiny Rescue is committed to ensuring that the children in its partners care, and those it comes in contact with are protected and that their rights are upheld across all programs within every project nation. The Child Protection Policy outlines the implementation procedures for this commitment.

Policy Objective

- To protect all children that Destiny Rescue comes in contact with.
- To ensure that all of the principles and procedures outlined in this policy are upheld and implemented by all employees and visitors.

Purpose

All Destiny Rescue's partners aftercare and rehabilitation services are provided through a trauma informed care and practice framework which involves understanding, recognizing, and responding to the effects of all types of trauma. Destiny Rescue's five-fold approach to delivering trauma informed care to survivors of sexual exploitation upholds the following in the life of each child: safety, trustworthiness, choice, collaboration, and empowerment.

In order to achieve this mission, Destiny Rescue expects its partners, staff and visitors to be child sensitive, to act in the best interests of the child, and to uphold local legislative requirements pertaining to the safety and protection of children. The Child Protection Policy outlines a risk management approach to providing safety and protection across all programs with its partners, protecting not only the children but also the staff and visitors of Destiny Rescue.

This policy aims to clearly outline definitions of child abuse and other relevant terms, Destiny Rescue's commitment to children's rights and child protection, reporting procedures for child protection matters, recruitment and screening policies, overarching child protection legislation and conventions, and other relevant risk management approaches for ensuring child protection.

Scope

This policy applies to the organisation's partners, staff and visitors associated with Destiny Rescue. The term "staff and visitors" includes but is not limited to:

Staff *employees* who are paid on a part-time or full-time basis by Destiny Rescue or who sub-contract to Destiny Rescue and *volunteers* who are performing duties, tasks or projects (unpaid) on behalf of Destiny Rescue.

Visitors who have requested and have been approved to visit any of the various projects managed and run by Destiny Rescue.

Staff and visitors are expected to uphold these principles and standards at all times in the course of service with Destiny Rescue. All staff working with Destiny Rescue must read and sign this policy agreeing to comply with the principles and standards outlined herein.

Guiding Principles

Zero tolerance of child abuse.

Destiny Rescue does not tolerate any form of abuse. All allegations will be taken seriously and investigated whilst respecting all parties and maintaining confidentiality throughout the process.

Ensuring the safety and protection of all children at all times in the care of Destiny Rescue.

Destiny Rescue is committed to ensuring safety and protection of all children, and therefore has risk management measures which are outlined in this policy. This is achieved by ensuring all children in its care are safe from harm or abuse, regardless of the child's gender, age, race, disability, religion, political persuasion, social status, pregnancy, sexuality or cultural background. All children have the right to developmental growth in accordance with the 'United Nations Declaration on the Rights of the Child.'

Acting in the best interest of the child while maintaining child sensitivity.

Destiny Rescue will always act in the best interest of the child when making decisions and advocating on their behalf. In all decisions impacting children, the child's individual needs and perspectives will be considered and incorporated. Whenever applicable and appropriate, cooperation with external agencies and the community will be pursued, always ensuring that the best interests of the child are upheld.

Every child is valued, protected and treated with dignity.

Destiny Rescue believes that every child is created uniquely, is valued and thus has the right to protection and dignity.

Destiny Rescue's Commitment

Destiny Rescue is committed to executing the following child protection measures and upholding children's rights by:

- Supporting legislation on children's rights in order to provide what is in the best interest of the child.
- Recognising the importance of cooperation between the child, his or her parents or guardians and relevant staff.
- Upholding the 'United Nations Declaration on the Rights of the Child.'
- Recognising the responsibility in protecting the safety, welfare, rights and wellbeing of all children, based on these guiding principles.
- Ensuring all staff members comply with mandatory training on child protection when they join the organization, which includes an introduction to the organization's Child Protection Policy and procedures.
- Ensuring all staff and other representatives are provided with opportunities to learn about how to recognize and respond to concerns regarding child abuse.

Destiny Rescue's commitment will be observed by the following:

- **Awareness** – Children will be taught their human and legal rights while staff will be trained in child protection, types of abuse and in the requirements of the Child Protection Policy.
- **Protection** – All staff are to read and sign the policy, thereby agreeing to abide by the necessary protocols and procedures as outlined in the policy. All visitors (including those from external organizations who may work with Destiny Rescue) are required to read and sign the Visitor's Behavioral Code of Conduct.
All staff will be processed through a screening and interview process, including a criminal background check, before they are accepted to work for Destiny Rescue. The Child Protection Policy will be discussed with all new staff during their orientation. The Child Protection Policy will be reviewed every twelve months.
- **Reporting** – Staff are to inform relevant and trusted law enforcement or investigating agencies that are known to be involved in the exploitation of children. All child protection matters that occur within the projects will be reported to the Child Protection Investigative Committee (Please see explanation of committee under the section: Reporting Procedures: Disciplinary Actions) for further investigation in accordance with the national legislation, and to the authorities where legally required.
- **Implementing** – When reasonable to do so, staff will determine and terminate any activity or operation that may cause harm to the child.

Responsibilities

To ensure that the processes and protocols as outlined in this policy are adhered to, Destiny

Rescue staff and visitors need to:

- Take seriously any reports of harm a child has disclosed to them.
- Investigate and act on all child protection matters or allegations without harming the involved child.
- Support the child, staff and visitor who are party to the matter.
- Take action on the matter or allegation immediately.
- Ensure that the best interests of the child are upheld.
- Whenever appropriate and applicable, cooperate with parents and other professionals in protecting a child from harm.

Definitions (including types of Abuse)

Bullying “is aggressive behavior that is intentional and that involves an imbalance of power or strength. Bullying occurs when a person is subjected to negative behavior, repeated over a period of time, by another [person].” Bullying can take many forms:

- Direct Bullying: “teasing, verbal attacks, shoving, assaults, extortion, and destruction of property.”

- Indirect Bullying: “shunning, spreading rumors, malicious practical jokes, and similar verbal behaviour.”

- Cyber-Bullying: “use of Internet technology, including social websites, text messaging and emails social” that results in aggressive behaviour as defined above.

(UNICEF, 2007)

Beneficiary means “a person who derives advantage from something, especially a trust, will, or life insurance policy” (**Oxford Dictionaries , 2014**). Within Destiny Rescue and in the context of this policy, a beneficiary means a person in care who receives physical, emotional, mental, and spiritual support from Destiny Rescue.

Child means “every human being below the age of eighteen years unless under the law applicable to the child (*Source: Article 1 of the CRC.*)” (**UNICEF, 2010**)

Child Emotional Abuse refers to “inappropriate verbal or symbolic acts toward a child and/or a pattern of failure over time to provide a child with adequate non-physical nurture and emotional availability. Emotional abuse includes rejecting, isolating, terrorising, ignoring and corrupting.” (**Australian Institute of Family Studies: Child Family Community Australia, 2013**)

Child Exploitation “(In the context of child trafficking) shall include, at a minimum, the exploitation of the prostitution of others or other forms of sexual exploitation, forced labour or services, slavery or practices similar to slavery, servitude or the removal of organs. (*Source: Article 3 of the ‘Palermo Protocol, adopted in 2000, entered into force in 2003.*)” (**UNICEF, 2010**)

Child Sensitive means “an approach that balances the child’s right to protection and that takes

into account a child's individual needs and views (Source: UN Guidelines on Justice in matters involving child victims and witnesses of crime, 2005)." (UNICEF, 2010)

Child Trafficking is the "recruitment, transportation, transfer, harboring or receipt of children for the purpose of exploitation. It is a violation of their rights, their well-being and denies them the opportunity to reach their full potential." (UNICEF, 2010)

Child Protection Investigative Committee is the temporary committee that is formed by the Child Protection Officer when a report of abuse is submitted. The committee will be comprised of at least four individuals: the Country Manager, Aftercare and Reintegration Manager, Youth Guardian, and staff who have sufficient knowledge of the Child Protection Legislation (e.g. foundation's Lawyer). Other relevant and suitable staff may be added to the committee if deemed appropriate and acceptable to the majority.

Exposure to Domestic Violence is broadly defined as a "child being present (hearing or seeing) while a parent or sibling is subjected to physical abuse, sexual abuse or psychological maltreatment, or is visually exposed to the damage caused to persons or property by a family member's violence."

(Australian Institute of Family Studies: Child Family Community Australia, 2013)

Neglect refers to the "failure by a parent/carer to provide a child (where they are in a position to do so) with the conditions that are culturally accepted as being essential for their physical and emotional development and wellbeing. Neglectful behaviours include physical neglect, emotional neglect, educational neglect and environmental neglect." (Australian Institute of Family Studies: Child Family Community Australia, 2013)

Child Physical Abuse is "the non-accidental use of physical force against a child that results in harm to the child. Physical abuse behaviours include shoving, hitting, slapping, shaking, throwing, punching, kicking, biting, burning, strangling and poisoning. Fabrication or induction of an illness by a parent/carer is also considered physically abusive behaviour."

(Australian Institute of Family Studies: Child Family Community Australia, 2013)

Child Sexual Abuse includes:

- a) "Engaging in sexual activities with a child who, according to the relevant provisions of national law, has not reached the legal age of sexual activities;
- b) Engaging in sexual activities with a child where:
 - use of coercion, force or threats;
 - abuse is made of a recognised position of trust, authority or influence over the child, including within the family; abuse is made of a particular vulnerable situation of the child, notably because of a mental or physical disability or a situation of dependence."

(It should be noted that the provisions of paragraph a) are not intended to govern consensual sexual activities between children under the age of 18 years).

(UNICEF, 2010)

Sexual Assault

Sexual assault is any type of sexual contact or behavior that occurs without the explicit consent of the recipient. (US Department of Justice, 2016)

Acts of Violence by Society

In addition to the harm which an individual person can deliberately inflict upon a child, acts of violence against children can also be caused by social systems. Instruments of these acts of violence include but are not limited to: governments, legislation, religions, and societal prejudices. Examples of the harmful actions of these systems of society are legal disparities that do not comply with international law standards, lack of local resources, children affected by local political conflicts, economic crisis, and lack of social status.

The indications of children who have received violence by society are:

- Homeless, stateless, displaced because of war or natural disasters.
- Forced to marry at a young age due to wrong acts of tradition or parts of their culture.
- Refused medical treatment because they are stateless or have no money to pay for medical bills.
- Lives that are seen as less valuable than an adult's life.
- Social standing that is inappropriate for their ages and not addressed by the government.
- Denied government education due to non-citizenship.

(UNICEF, 2010)

Other forms of abuse include: spiritual abuse, financial abuse, foetal abuse, peer abuse, sibling abuse, witnessing community violence, institutional abuse and state-sanctioned abuse.

Child Protection and Risk Management Procedures

Child Protection Practices

Destiny Rescue will ensure that all staff and volunteers understand their responsibilities and requirements in reporting child protection matters as outlined below. Mandatory reporting is required by all staff, volunteers, and visitors whenever evidence of harm and abuse is observed or perceived, or there is a threat of potential harm to another person. Staff, volunteers, and visitors must report any allegations or matters of concern to the Aftercare and Reintegration Manager (as per organisational chart) and the Country Manager (as per organisational chart). Children can report abuse to any of the Destiny Rescue staff and volunteers.

Staff and volunteers will be expected to exemplify appropriate conduct while maintaining safety and effectiveness when working with children. Any staff and/or volunteer members who fail to comply with the guidelines for reporting a child protection matter or allegation will be open to disciplinary action.

Destiny Rescue will evaluate the progress of the policy, thereby guaranteeing that they are meeting the policy objectives and remaining accountable. Staff, volunteers, and children will be educated and encouraged to disclose any forms of abuse within the organisation. At no time will

anyone be penalised in any way for reporting abuse. Staff and/or volunteers who are found to have breached the policy are to be issued with either a warning notice or an employment termination.

Children will be able to express opinions, suggestions, and log complaints to any of the Destiny Rescue staff members or volunteers they feel comfortable with. If a child wants to express opinions, suggestions, or log complaints confidentially, a suggestion box will be situated in every project.

Recruitment and Screening

Destiny Rescue carefully screens all potential staff, volunteers, and visitors who may come in contact with children. The screening process is comprised of the following standards and procedures:

1. All potential staff and volunteers must have a completed criminal history check and/or documentation in accordance with their countries of residence giving approval for direct work with children (as per each Nation's legislative requirements and regulations). This must be done prior to commencing employment or volunteer work with Destiny Rescue.
2. All references must be checked in order to ensure that there is no known history of child abuse or improper conduct in relation to children.
3. The job applicant must provide Destiny Rescue with all previous employment details and at least three references. The applicant's references must verify the applicant's suitability for the role, including appropriate workplace conduct, specifically in regards to interaction with children. Interviews with relevant Destiny Rescue staff and/or volunteers who have knowledge of the applicant's qualifications and reputation must also be conducted.
4. The job applicant must be able to answer child protection related questions. Examples include whether they've had experience navigating situations where the safety of the child was compromised, or how they would handle specific child protection issues.
5. During orientation staff and volunteers are required to have read, understood and signed the Child Protection Policy and any other relevant Destiny Rescue policies. Staff and volunteers will have access to a copy of the policy.

Visitors; including family (namely any brother, sister, father, mother, son or daughter), and external stakeholders who may be in contact with children in the care of Destiny Rescue, are required to have read, understood, and signed the Visitor's Behavioral Code of Conduct which includes but is not limited to the following protocols:

1. Visitors are not allowed to visit any Destiny Rescue project that cares for beneficiaries unless the visitor has been invited and/or the visit is prearranged and approved. The Aftercare and Reintegration Manager of the project, Country Manager, International President, Executive Member or an International Board Member must approve all visits to projects that care for children.
2. Visitors must be accompanied by a Destiny Rescue staff member or volunteer whenever the visitor is at one of the projects. All visitors must sign in upon arrival at a home/project and sign out upon leaving the premises. All visitors must sign the Visitors Behavioural Code of Conduct upon entry.
3. Visitors are not to give children or staff/volunteer member's gifts without approval. If a visitor would like to pass something on, they are required to notify a Destiny Rescue Team Leader who will then pass onto the appropriate Destiny Rescue staff/volunteer member.

4. Staff and volunteers retain the right to exclude a visitor from the home or request that a visitor leave the premises. If the visitor refuses the request they will be removed by the police or security.
5. Staff and volunteers are to be aware that any of their family members who visit a Destiny Rescue project are the responsibility of that staff/volunteer member.
6. For visits by external stakeholders, such as partners from either government or non-governmental organisations, the visitors must be accompanied by a Destiny Rescue staff or volunteer member at all times.

Reporting Procedures

Reporting Procedure

1. In the case where a child discloses abuse by an adult, another child, or any other person, staff must:
 - a) Listen to the child and observe the child's demeanour and behaviour closely.
 - b) Demonstrate sincere interest and appropriate concern in the information relayed by the child.
 - c) Avoid questioning or investigating the child inappropriately or prompting the child's answers.
 - d) Tell the child that you need to notify a trustworthy and relevant staff member who can help the child. Do *not* tell the child that you will keep the matter a secret.
 - e) Record all details of the matter in a Critical Incident Report Form (Appendix C). The report must be clear and accurate, detailing and recording the date, time, conversation, relevant observations, who was involved in the incident, how the incident occurred, and if the child has told his or her parents or anyone else, and what he or she told these individuals. Do *not* add personal opinions to the report. The staff member who wrote the report must certify the report with his or her name, signature and date.
 - f) Whenever relevant and possible, collect any additional information regarding the matter, such as photos of lacerations or statements from any witnesses.
 - g) The reporting staff member must notify the Child Protection Officer (International Aftercare Director) and the Country Manager as soon as possible who must then notify the Child Protection Investigative Committee. If the child is at risk of further abuse, the staff member who reported the matter is required to inform a Youth Guardian who will determine case by case who will contact the relevant government authorities in that particular project nation. A report needs to be completed detailing which authorities the case was reported to and the officer responsible for the case.
 - h) Staff must protect the child immediately and ensure that the same incident will not happen again, always considering the best interests of the child while investigating the

matter or allegation. Staff must explain to the child the importance of reporting abuse and the process for notifying relevant officers about the abuse.

2. If the accused is a staff member, he or she must be suspended from his or her job temporarily pending the results of an investigation. The accused will not be considered a perpetrator unless and until he or she has been proven guilty. If the accused is found to be innocent of the allegations, he or she will be able to recommence work again. However, in circumstances where abuse or misconduct by a staff member is proven beyond a reasonable doubt, the staff member will be terminated immediately.

If an investigation is being conducted into the actions of a staff member, that person must be given a written notice of the reasons for his or her suspension from duties and will be advised of the results of the investigation as soon as it becomes available. During the course of the investigation, the staff member is not permitted to consult with other Destiny Rescue staff or children or to be on Destiny Rescue property unless approved by the Country Manager. In the event that an allegation made against a staff member is proven to be untrue, appropriate steps must be taken to follow up with the person who made the accusation, and disciplinary action may be taken if the person knowingly made a false report. If a child has made a false complaint, the seriousness of the matter must be discussed with the child, and counselling should be provided to the child and/or staff member who was falsely accused.

If it has been determined beyond reasonable doubt that a visitor has breached the policy or law, Destiny Rescue will take appropriate legal action in accordance with the project nation's Child Protection national law and regulations.

3. The facts concerning the matter or allegation will remain confidential. The reporting staff member is required to send the report to the Child Protection Officer who shall form a temporary Child Protection Investigative Committee. Both Child Protection Officer and the Investigative Committee are bound by the rules of confidentiality.

In certain circumstances, the committee may need to seek professional assistance from an external organisation. In that case, the committee will need to report confidential information to that organisation. However, any staff member or visitor who unnecessarily reports a matter to an outside organisation without following the Child Protection Policy will be open to disciplinary action.

If the matter is of a criminal nature, Destiny Rescue will assess the situation and progress through all necessary steps as directed by law, a lawyer or a relevant organisation. If the matter has been forwarded to an outside organisation, a Destiny rescue representative will cooperate with the organisation through all the necessary steps and information.

If the accused is the Child Protection Officer, the reporting staff member must report immediately to the International President of Destiny Rescue. Staff who do not pass on allegations or do anything to dissuade a child from reporting behaviour may be found negligent and will be subjected to disciplinary measures. If a child does not feel comfortable speaking with any specific staff, he or she may request to speak with the Country Manager who will report the incident to the International President of Destiny Rescue. If the subject of the allegation is the International President of Destiny Rescue, then the Country Manager must report the allegation to the International Board of Destiny Rescue.

All allegations must be dealt with in accordance with the current child protection legislation within each project nation. Compliance with child protection legislation may include reporting any allegations to the relevant authorities. Each project nation is expected to become familiarised with the mandatory reporting requirements for its region.

Disciplinary Actions

1. Once a report has been submitted, the Child Protection Officer shall form a temporary Child Protection Investigative Committee, to be comprised of at least four individuals. The Country Manager (or a staff member the Country Manager appoints), Aftercare and Reintegration Manager, Youth Guardian, and staff who have sufficient knowledge of the Child Protection Legislation (e.g. foundation's Lawyer) are to be core members of the committee. Other relevant and suitable staff may be added to the committee if deemed appropriate and acceptable to the majority. The Investigative Committee will then meet to discuss the matter as described in the report. The Child Protection Investigative Committee is to be available for matters arising and is to hold a meeting immediately upon receiving a report. If one of the committee members becomes the accused, he or she may no longer serve on the committee. In this case a new committee member will be found as soon as possible.

An investigation will take place, and all parties involved in the child protection matter will be interviewed about the matter by committee members. The committee will meet again to consider a suitable outcome for the case.

If any staff member is found to be in breach of the policy and/or the law, the committee will decide whether or not that person will be subject to termination or re-commencement. The staff in breach of the policy will be informed of the outcome in writing.

A final report of the investigation detailing the findings and the actions taken will be recorded in writing and submitted to the Country Manager. A copy of the report shall be filed with the Destiny Rescue International Office and made available to the International President. Destiny Rescue reserves the right to refer the allegation to external stakeholders, if necessary.

2. The staff member may appeal the outcome by forwarding the matter for review to the Country Manager. If the staff member is unhappy with the decision of the Country Manager, he or she may forward the matter for review to the International President of Destiny Rescue. If the staff member is unhappy with the decision reached by the International President, he or she may take the matter to the International Board of Destiny Rescue.

Employee and Volunteer Behavioural Protocols

The following behavioural protocols outline what is necessary when interacting with children. Children in Destiny Rescues care are taught and empowered to set and maintain healthy boundaries which may have been corrupted through exploitation and abuse. It is therefore imperative that employees, volunteers and visitors abide by the following protocols to ensure the protection and safety of children.

General Protocols

1. Touching body parts or areas normally covered by underwear is not allowed. The only exception to this rule is for medical treatment by a medical professional. Destiny Rescue children must be accompanied, whenever possible, by a staff member at all times for children residing within residential care programs. It is recommended that each project nation observe and follow the gender-specific cultural protocols, e.g. female staff must be present with a

female child in the above situations and vice versa for male children.

2. If a child demonstrates negative body language, such as recoiling, pulling away, becoming stiff, dropping arms down their sides, or avoiding eye contact when being touched, regardless of intent, body contact must be discontinued immediately.
3. Children are never to be encouraged or forced to touch another person against their will. Staff and visitors need to be aware that some children, due to previous experiences, may use a relationship to gain special attention, such as through the use of additional physical touch.
4. Staff must always treat all children fairly and must never favour one child over another which includes preferential treatment in the form of gift giving without first gaining approval from the Aftercare Manager and Country Manager.
5. Any form of behavior that humiliates, degrades, or exploits a child or compromises a child's well being is prohibited including but not limited to the exchange of money, employment, and/or goods or services for personal gain including sexual favours.
6. Adults will always be responsible for their behaviour and cannot blame the child for their actions, even if the child provokes or acts in a seemingly seductive manner.
7. When interacting with children, employees and visitors must communicate appropriately through their language, tone of voice, attitude, actions, body language and facial expressions.
8. Employees and visitors must never use physical discipline to guide children's behaviour.
9. Employees and visitors are not to initiate, respond to, or encourage any inappropriate or culturally insensitive physical, emotional or social contact with children in the care of Destiny Rescue.
10. Employees and visitors must at all times act with integrity which includes refraining from smoking or drinking alcohol in the company of a child.
11. Visitors are not to initiate physical contact with children. Hugging can be reciprocated if the child initiates the hug and the child appears comfortable. Side hugging is encouraged rather than frontal hugging.
12. Staff may only lie down with children in public areas where it is appropriate (e.g. watching TV) and must not allow children to lie on top of or underneath any part of their body.
13. Staff and visitors are not to discuss personal or intimate issues with the children, the only exception to this rule being Youth Guardians.
14. Staff and visitors are not allowed to use the children's toilet facilities or to sleep in the children's bedrooms, unless determined by the Aftercare and Reintegration Manager as necessary for emotional and physical safety.
15. The Aftercare and Reintegration Manager must give approval and be advised of when a child is being transported alone and where she/he is going (including emergencies). A staff member is required to travel with the child wherever possible and be present with children in public areas outside the homes unless the youth guardians are aware of where the child is and the youth guardians deem the child is at a responsible age. In emergencies it may be required that two staff members travel with the child to the hospital.
16. Staff and visitors must not disclose any personal details about children outside their job description.
17. Staff must not provide or administer any medication to the children unless stipulated in their job description.
18. Staff should not sleep close to a child or in the same room alone with a child unless it is absolutely necessary. If such sleeping arrangements are necessary, the staff member must obtain permission from his or her supervisor beforehand, and, if possible, there must be one other adult present.
19. Staff should not use any kind of digital media, such as computer, mobile phone, video

- camera, or digital camera to record the child's picture in an inappropriate way. The staff member must not seek to benefit from the photo or dishonour the child.
20. Children must not be hired to work for the organisation or for any other purpose if the work is inappropriate for their age and mental growth. If appropriate employment is provided to a child, the work must not impose upon the child's studies or put the child in danger.
 21. Visitors are not permitted to walk around the property by themselves while children reside at the property.
 22. No one should be allowed to take the children off the property without permission being granted by the child's legal guardian. Destiny Rescue reserves this right whilst children are in their care.
 23. Any reports of abuse or allegations pertaining to a child should be referred to the Country Manager. Destiny Rescue staff must avoid any action or behaviour which demonstrates or could be perceived to demonstrate abuse or violence towards a child.
 24. Staff need to be aware of strangers who have no relation or business with Destiny Rescue and who may be lurking in front of the property, around the area, or where the children are residing. If safe to do so, it is recommended that staff respectfully ask the person in question if they need assistance and then respond accordingly. If the person lingers for no apparent reason, staff need to monitor their whereabouts and if necessary contact the Aftercare and Reintegration Manager and security if the person in question continues to loiter.

Serious Misconduct

If staff are found beyond reasonable doubt to have committed any of the below offences, immediate termination will be administered.

1. Any form of sexual assault, including but not limited to indecent assault, non-consensual sexual activity, aggravated sexual assault and attempted sexual assault.
2. Possession/dissemination/production of child pornography or child abuse material
3. Inappropriate personal communication (including emails, telephone calls, text messaging, social media and web forums) that explores sexual feelings or intimate personal feelings with a child.
4. Grooming or procuring children for any sexual activity or trafficking.
5. Physical assault (including threatening a child, their family, or others).

Managing Children's Behaviour

Guidance is an important part of a child's development and provides appropriate boundaries, a good sense of security and good character. This must be done in a safe environment, with child sensitivity and where children understand the purpose of the guidance, knowing that it is done in their best interest.

All children must be treated in accordance with their ages at all times. Staff must always guide children without using forceful physical contact or aggressive language. All discipline must be clearly explained to the child so that the child can understand the reason why the discipline is occurring.

By creating a loving and safe environment in the home, the need for guidance will be reduced. Children in the residential properties are expected to have respect for each other, and children are therefore not allowed to touch other children in any sexual or suggestive manner.

Physical fighting is not tolerated. All staff who are present are responsible for ensuring that any fights that break out are ended immediately.

Guidelines for restraint

Safety for staff and children is essential for creating a healthy environment. As such, whenever a child is violent or if there is an acute danger to the child and to the others living in the home, the following procedures should be followed:

1. Other staff should be contacted for assistance.
2. The rest of the children must be kept away from the child who is acting aggressively.
3. A child showing aggressive behaviour may be appropriately restrained by staff.
4. If the child does not settle down or agree not to hurt others, and their behaviour or the threat is escalating with a heightened risk of injury, the police should be called followed by contacting the Aftercare and Reintegration Manager or Country Manager.
5. If the child has hurt other children, staff or visitors, medical treatment must be administered and a critical incident report must be made. The critical incident report should be given to the Youth Guardian for appropriate follow up, and then the report should be forwarded to the Aftercare and Reintegration Manager and Country Manager.

It is imperative that each project nation follows its nation's standards and regulations concerning restraints for children.

Absconding behaviour (unauthorised leave)

1. Immediately report any suspected or known absconding (unauthorised leave) to the Aftercare and Reintegration Manager as well as the Country Manager.
2. Call all known phone numbers of the child to establish where they are and if in any danger.
3. Talk to known friends within the project to see if the reason for the absconding can be determined and any information on possible whereabouts is known.
4. If no contact can be made and we have reason to believe that the child is in imminent danger, Destiny Rescue will begin to search for the missing child in key locations immediately.
5. The next of kin of the child shall be contacted within 2 hours of being notified of the absconding child and an explanation of our process in trying to locate them. Key contact numbers should be exchanged and both sides to report on an agreed time schedule until the whereabouts of the child is known. If immediate contact cannot be made for reasons such as lack of phone reception, case notes must be recorded with the times and dates of attempted contact by staff member and signed by Aftercare Manager.
6. If after initial enquiries it is determined that there are reasonable explanations for the child's disappearance and we have no reason to believe that the child is in immediate danger the search may be delayed until more information is obtained.
7. A critical incident report needs to be completed and filed with the child's case worker recording the absconding and how it was resolved.
8. If the child does not return or is not found within 24 hours or in some cases earlier, a critical incident report needs to be completed and sent to the Country Manager immediately.
9. Police must be contacted in accordance with the projects nation's regulations on reporting to police missing children.
10. If they are over the age of 18, there are no legal reporting requirements. However, for duty of care, please follow the above steps where appropriate.

Property Security Protocols

When new children enter the Destiny Rescue Homes, staff are to check the belongings of the child in the presence of the child, to ensure that no prohibited goods (including but not limited to drugs and alcohol) or dangerous objects are being brought in. When children exit the program and/or leave the Destiny Rescue Homes, staff are to check the child's belongings to ensure that only his or her personal belongings are being taken. Unplanned (spot) checks may also occur at any time when there are reported cases or suspicion of prohibited goods or dangerous objects on property.

Other related Destiny Rescue compliance

It is expected that staff will read and abide by the following policies.

Media Policy

The Media Policy describes how staff and visitors of Destiny Rescue are to conduct themselves in all realms of media publicity while representing Destiny Rescue. The policy is outlined under three topics as follows: photography and videography, social media, and speaking on behalf of Destiny Rescue to media outlets. See Appendix A for more specific protocols on media usage.

Transportation Policy

This policy details the protocols all staff of Destiny Rescue need to follow in regards to transporting children outside of the property. See Appendix B for specific protocols.

Visitors Behavioral Code of Conduct

This code of conduct ensures the protection of all children within Destiny Rescue's care and the protection of visiting stakeholders by ensuring all outlined protocols are read, understood, and agreed to prior to entry. Any breach of the Visitors Behavioral Code of Conduct will result in removal from premises.

Related Documents and Links

International Organisation/ Country	Legislation/Document	Source
United Nations	United Nations Convention on the Rights of the Child Ratified in Cambodia in 1992 Ratified in the Dominican Republic in 1991 Ratified in India in 1992 Ratified in Laos in 1991 Ratified in the Philippines in 1990 Ratified in Thailand in 1992	http://www.unicef.org/crc/ http://indicators.ohchr.org/
Cambodia	Various Legislations	https://www.crin.org/en/library/publications/cambodia-national-laws
Dominican Republic	Code for the Protection System of the Basic Rights of Children and Adolescents (Law 136-03).	http://www.unicef.org/republicadominicana/resources_4843.htm
India	Various legislations	http://www.childlineindia.org.in/Child-Related-Legislations.htm
Laos	The Law on Protection of the Rights and Interests of Children 2007 Law on Development and Protection of Woman	http://www.no-trafficking.org/lao_laws.html

Philippines	Republic Act The Special Protection For a Child Against Abuse, Exploitation, and Discrimination Act	http://www.doj.gov.ph/child-protection-program.html
Thailand	Child Protection Act 2003	http://www.crin.org/en/library/publications/thailand-national-laws http://www.burmalibrary.org/docs07/2003_Child_Protection_Act(en).pdf
USA	Child Abuse Prevention and Treatment Act (Reauthorized Act of 2010)	www.acf.hhs.gov
Australia	Various	https://aifs.gov.au/cfca/publications/australian-legal-definitions-when-child-need-protection
New Zealand	Children, Young Persons, and Their Families Act 1989	http://www.legislation.govt.nz/act/public/1989/0024/latest/DLM147088.html?search=qs_act%40bill%40regulation%40deemedreg_child+rights_resele_25_h&p=1&sr=1

It is expected that staff located in the project nations will become familiar with relevant child protection legislation associated with the country they are employed or undertake voluntary work.

References

- Australian Institute of Family Studies: Child Family Community Australia. (2013, October 29). *What is child abuse and neglect?* Retrieved from Child Family Community Australia: <http://www.aifs.gov.au>
- Oxford Dictionaries . (2014). *Oxford Dictionaries Language Matters*. Retrieved from Oxford Dictionaries Language Matters: www.oxforddictionaries.com
- UNICEF. (2007). *Fact Sheet: Impact and Scope of Bullying*. Retrieved from UNICEF: http://www.org/.../UNICEF_-_Fact_Sheet_-_Impact_and_Scope_of_Bullying
- UNICEF. (2010). *Select Child Protection Definitions*. Retrieved from Child Protection from violence, exploitation and abuse: <http://www.unicef.org>

Appendix A - Critical Incident Form

CRITICAL INCIDENT REPORT

-A critical incident is defined as “any actual or alleged event/ situation that creates a significant risk of substantial or serious harm to the physical/ mental health, safety, or well-being of an individual”.

-Please note that this is to be filled out by the staff member(s) who were witness to/ or involved in the incident.

-Please fill Critical Incident Report form out within 24 hours.

Staff First & Last Name:		Job Position:	
E-mail:		Date of Incident:	
Description of Incident:			
Project Name: (e.g. Chiang Rai, Phnom Penh)		Time of Incident:	
Location:	<input type="checkbox"/> Residential Property <input type="checkbox"/> Outside Residential Property (e.g. car, church) <input type="checkbox"/> Other:		
Key Children Involved:			
Staff involved:			
Police Notification:	<input type="checkbox"/> None <input type="checkbox"/> Police notified, complaint filed <input type="checkbox"/> Police notified, no complaint filed		
Incident Specifics:	<p><i>Harmed Others:</i></p> <input type="checkbox"/> Simple Assault <input type="checkbox"/> Aggravated Assault <input type="checkbox"/> Fight <input type="checkbox"/> Extortion <input type="checkbox"/> Sexual Misconduct <input type="checkbox"/> Criminal Threat <input type="checkbox"/> Threat, Bullying <input type="checkbox"/> Gang related <input type="checkbox"/> Property Damage <input type="checkbox"/> Spiritual <input type="checkbox"/> Other:		
	<p><i>Self Harm and Harm Inflicted by Someone Else:</i></p> <input type="checkbox"/> Suicide Attempt <input type="checkbox"/> Suicidal Ideation <input type="checkbox"/> Self-Injury <input type="checkbox"/> Self-injury Ideation <input type="checkbox"/> Harmed by someone else		

Objects Used:	<input type="checkbox"/> Firearm <input type="checkbox"/> Knife, Razor, Scissors <input type="checkbox"/> Pin, Sharp pen or pencil <input type="checkbox"/> Chain, Club, Brass Knuckles <input type="checkbox"/> Spray <input type="checkbox"/> Other:
Substance Offense and Type:	<input type="checkbox"/> Suspected use but not confirmed <input type="checkbox"/> Suspected use confirmed <input type="checkbox"/> Possession <input type="checkbox"/> Distribution Substance:
Please provide a factual and accurate account of what transpired in the incident:	
What actions were taken or needed:	
Staff Signature and Date	
Supervisor Signature and Date	
Project Child Protection Officer Signature and Date (If Applicable)	

Please forward to International Child Protection Officer, Renee Chopping at
renee.chopping@destinyrescue.org

Child Protection Policy Agreement

To be upheld and signed by administration staff, managers, full-time employees, part-time employees, volunteers, visitors and all people who work for Destiny Rescue.

I (Full-name) _____ have read and understood all regulations and operations stipulated in the Destiny Rescue Child Protection Policy (AUS). I agree with all principals and I am fully aware of the policy. I will follow all regulations and operations seriously during my work or visit to Destiny Rescue.

Recipient's signature

Witness's signature

Name

Name

Position

Position

DD/MM/YY

DD/MM/YY

Version:	Author:	Revision Date:	Description of Change:	Approved by:
1.0	Various	16/01/19	Approval	Michelle Winser