



## Don Bosco National Forum for the Young at Risk

### CHILD PROTECTION CODE OF CONDUCT

I am aware of “Don Bosco YaR Child Policy & Essential Protocols”, the official child protection policy of Don Bosco National Forum for the Young at Risk (DB YaR Forum). I am aware and accept that compliance with it is a condition of service in this organization.

I, ....., hereby accept and consent to being held ethically and/or legally accountable for abiding by this Child Protection Code of Conduct in letter and in spirit. I state that my signature below affirms my declaration of adherence to it as a condition for my being a member/employee/volunteer of this organisation.

Accordingly,

#### **A. I shall always ensure that**

1. I respond to each child or young person\* as a unique creation of God, with dignity and the right to grow and develop to his/her full potential in secure, nurturing environments.
2. I interact with every child and/or young person in a manner which demonstrates respect, dignity, integrity, empathy, understanding and patience – regardless of nationality, ethnic background, gender, sexual orientation, language, colour, political or religious affiliation, economic or social status, level of physical or mental ability.
3. I model socially appropriate adult behaviour to children and young persons, which reflects the capacity to listen to, understand and be respectful towards them.
4. I seek to establish a caring, attentive, protective and respectful relationship with each child or young person.
5. While being available to a child or young person, I maintain professional boundaries of relationship with them.
6. My relationships are governed by the age and developmental stage of a child or young person.
7. I physically restrain a child or young person, only when there exists a danger to the individual or to other individuals in the area.
8. I respect every resistance by a child or young person to involvement in any activity that is not part of the legitimate service of the institution/organization.
9. On the internet and social networking sites, I interact with a child or young person only professionally and in my official capacity,
10. Any physical touching is in response to the needs of a child or young person and never of an inappropriate kind.
11. The doors of a room are always open or that visual access is always maintained, when I am alone with a child or young person.
12. There are other professional adults to supervise me, when there is a sleep over or stay in a hotel/hostel/home with children or young people I am professionally associated with.
13. I speak up and promptly report concerns and/or genuine cases of exploitation or abusive behaviour towards children or young people.

14. I am vigilant to harm to children and young people and shall immediately report any concern I have of the same to the Child Protection/Safeguarding Officer, in my institution/organization.
15. I maintain confidentiality, to the extent possible within legally permissible limits, about information known to me about a child or young person.
16. I refer all media queries to the spokesperson designated for the task and make no other comments or statements.
17. I comply with all procedures of "Don Bosco YaR Child Policy & Essential Protocols".
18. I comply with all relevant Indian and international principles, conventions, laws and standards relating to children and young people.

**B. I shall always avoid**

1. Engaging in behaviour that is intended to shame, humiliate, belittle or degrade children or young people.
2. Using inappropriate, offensive or discriminatory language when speaking with children or young people.
3. Slapping, hitting or in any way physically assaulting a child or young person.
4. Developing and/or using disciplinary means, which are physically or emotionally derogatory to a child or young person.
5. Engaging in any sexual conversations or discussing sexual activities, unless part of a legitimate lesson and discussion approved for teaching sexuality issues.
6. Indulging in any manner of activities that are, or could be interpreted to be aimed at sexualisation of my relationship with a child or young person.
7. Developing a sexual relationship or one that may be deemed exploitative or abusive, with children or young people.
8. Showing sexually oriented or inappropriate printed or digitalized material, to children or young people or having them on the premises of the institution/organisation or in my possession when involved in any activity of the institution/organisation outside it.
9. Using any officially or personally owned computer, mobile phone, or camera inappropriately, accessing of websites that are illegal or have inappropriate content for the purpose of exploiting or harassing children or young people.
10. Behaving provocatively or inappropriately with a child or young person.
11. Holding, kissing, cuddling or touching a child or young person, in an inappropriate, unnecessary or culturally insensitive way.
12. Entering any area of privacy for children or young people, unless legitimate business of the centre requires me to, and without announcing my presence.
13. Sleeping in the same bed/room or close to unsupervised children or young persons I am professionally engaged with, unless absolutely necessary.
14. Performing medical/physical examinations of children or young people, unless it is my legitimate professional duty or a medical emergency.
15. Exposing areas of my body considered private, in an inappropriate manner in the presence of children or young people.
16. Indulging in behaviour with children or young people that leads to close physical contact, unless it is an unavoidable part of a structured sports activity of the centre/institution.
17. Seeking to make contact and spend private time with any child or young person outside of legitimate official programme times.

18. Photographing or videoing a child or young person, without their consent and that of their parents or guardians.
19. Condoning or participating in behaviour of children or young people that is illegal, unsafe or abusive.
20. Acting in a manner that shows unfair and/or differential treatment of particular children or young people.
21. Engaging or recruiting children for domestic or other labour which is inappropriate to their age or which interferes with their education or recreational activities or which places them at significant risk of injury.
22. Transporting children or young people, without the permission of their parent or legal guardian, except as a direction from a superior or in the event of an emergency.
23. Using, possessing or being under the influence of illegal drugs or alcohol when in the presence of or while supervising children or young people.
24. Supplying alcohol or illegal drugs to children or young people.
25. Discriminating against a child or young person on the basis of their race, colour, gender, sexual orientation, language, status, ethnicity, nationality, caste, religion etc.
26. Using negative enforcement strategies with children or young people, such as physical punishment, derogatory or offensive comments, labelling, belittling, teasing, social exclusion, unequal competition or unequal comparisons or setting them up in situations that cause conflict among children.
27. Neglecting to take action when a child or young person is in real need.
28. Seeking to avoid any involvement by not speaking up for the rights of any person, especially children and young persons who are being abused.
29. Letting allegations made by a child or young person go unaddressed.
30. Making any report that is aimed at “getting even” or “fixing” another individual and/or that can be termed as frivolous or vexatious in nature.

**Member / Employee / Volunteer**

Signature

Name

Date

**Witness**

Signature

Name

Date

**Executive Director / Authorised Signatory**

Signature

Name

Date

*\* We use “child or young person” to refer to children up to the age of 18 and those above that age, who are in our care, as used also in the Statutes of DB YaR Forum. Whatever the age of the child or young person in our care, this code of conduct will apply uniformly.*

## Self-Declaration and Disclosure

### *Private and Confidential*

Name		
Address		
Telephone:		Email:

Have you ever been known to any children's services' department as being at risk or potential risk to children?	<b>YES / NO</b>
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**If Yes**, please provide further details:

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Have you ever been the subject of any disciplinary investigation and/or sanction by any organization due to concerns about your behaviour towards children	<b>YES / NO</b>
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**If Yes**, please provide further details:

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### Confirmation of Declaration

I am aware that ..... is the Child Protection/Safeguarding Officer at Don Bosco National Forum for the Young at Risk and would be contacted at .....eMail ..... and/or .....phone..... in case of any complaint or clarification	<b>YES / NO</b>
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I confirm that I have read the Child Protection Code of Conduct and I agree to be bound by it. I understand my responsibility as an adult in the course of any activity undertaken in this institution/organization/centre.	<b>YES / NO</b>
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I understand that the information contained on this form and information supplied by third parties may be supplied by the organization to other persons or organisations in circumstances where this is considered necessary to safeguard other children.	<b>YES / NO</b>
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By affixing my signature to this document, I agree to be bound by "Don Bosco YaR Child Policy & Essential Protocols"	<b>YES / NO</b>
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Signature	
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Name	
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Date	
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