



Heartprint Child Protection Policy

Application of Policy

This policy applies to all associates of Heartprint, including but not limited to: staff, interns, volunteers, employees, prospective employees, counterparts, consultants, contractors, partner organisation members and visitors.

Heartprint will ensure the Child Protection Policy remains relevant and effective. Heartprint will consistently monitor all risks pertaining to Children and when needed, make any necessary changes to the Child Protection Policy. Heartprint will advise and assist all associates in the implementation of the policy.

Heartprint Code of Conduct

Below are guidelines to be adhered to when interacting with Children. The Guidelines are designed to protect our children and personnel from false accusations of inappropriate behaviour or abuse.

- No child is to be taken on a motorbike, tuk-tuk or car without making prior arrangements to the appropriate authority, being a parent or guardian.
- No child is to be taken to any home, guesthouse, hotel or accommodation.
- No child is permitted to be taken to a café, restaurant or buy them food, unless permission has expressly been given by the appropriate authority, being a parent or guardian.
- No presents of any kind are to be given to children without prior consent from the appropriate authority, being a parent or guardian.
- No person should act in ways intended to shame, humiliate, belittle or degrade children or perpetrate any form of emotional abuse.
- Appropriate language, actions and relationships with children must be adhered to at all times.
- Children must never be hired to do domestic work or to perform another form of work.
- It is at no time permissible for a person to fondle, hold, kiss, hug or touch minors in an inappropriate or culturally insensitive way. Under no circumstance should any physical contact be or have the appearance of being sexual in any way.
- At no time is physical force applicable when dealing with children. This includes, but is not limited to, pushing, shoving, hitting, or any other action that could cause fear, intimidation or distress.
- It is important to understand you might work with children who may, because of the circumstances and abuses they have experienced, use a relationship with an adult to obtain 'special attention'. The adult is always considered responsible for his or her actions regardless of how a child behaves towards them. You should be alert to such behavior and avoid being placed in a compromising or vulnerable position.
- Inappropriate conduct toward children, including failure to follow the behavior

standards stated above is grounds for discipline, up to and including dismissal from employment or placement and/or police notification and legal action.

- No email access is permitted with a child.

Communicating with Children

- All communications regarding children ensure that the protection, privacy, dignity and best interests of the child are paramount.
- Children should be adequately clothed in photographs or images taken of them and not in poses that could be interpreted as sexually suggestive.

Understanding and Acknowledgement

I have read the complete Heartprint Child Protection Policy. I fully understand and agree to follow all procedures contained within.

If at any time I fail to follow the guidelines set forth by the Child Protection Policy I understand that my employment / association may be terminated by the Director and appropriate action will be taken.

Full Name

Signature

Witness

____ / ____ / ____ Date