



CHILD PROTECTION POLICY

FAMILY CARE CAMBODIA (FCC)

PHNOM PENH, CAMBODIA.

What is FCC?

Family Care Cambodia (FCC) is a grassroots, non-profit organization founded and directed by Alex and Ann Soldner, in 2002. Since that time we have provided education, training, inspiration and opportunities to hundreds of underprivileged children and youth in Phnom Penh, and the rural provinces of Cambodia. We were legally recognized by the Ministry of Foreign Affairs in 2006; the Ministry of Education, Youth and Sports in 2009 and the Council for the Development of Cambodia in 2009.

Vision: A world in which all children are nurtured and valued, and given the chance to discover and develop their unique gifts, regardless of nationality, culture or economic status.

Mission: To help children develop their full potential in a loving and nurturing environment. To strengthen and encourage parents, teachers and caregivers and to equip them with the resources for the job.

Values:

1. **Family:** We believe that families are the building block of society and that every child deserves the nurturing, protection and support of caring adults.
2. **Love:** Our main motivation in all that we do is love for God and love for our fellowman. We believe every child deserves to be loved and nurtured. We believe that every child can learn to love and respect themselves and others, and can make a meaningful contribution to society. We believe that love fosters tolerance and acceptance and can strengthen individuals, families and society as a whole.
3. **Respect for the Nation:** We regard our local co-workers, beneficiaries and partners with the utmost honor and respect. We appreciate and admire the indomitable spirit of the Cambodian people to overcome adversity and to thrive against all odds.
4. **Worth of the Individual:** We recognize the value and importance of each individual and acknowledge the whole person- body, mind and spirit.
5. **Commitment:** We are committed to using our time, energy and resources to impart kindness, encouragement and tangible help to the children we work with and all those we encounter in the community.

Definitions

Child: “Every human being below the age of 18 years unless under the law applicable to the child, majority is attained earlier”. (The United Nations Convention of the Rights of a Child)

Child Abuse: Child Abuse is all forms of physical and sexual abuse, neglect or negligent treatment, and exploitation which harm children’s health, growth and dignity. Child abuse can take many forms, for example, physical, sexual, emotional and spiritual abuse/ neglect.

Child Protection: Child Protection includes policies, systems and procedures to protect children from physical, sexual or psychological abuse.

Intended audience

This Child Protection Policy document has been developed for associates of Family Care Cambodia, including staff, volunteers, interns, consultants and visitors.

Aim/Purpose of Child Protection Policy

The purpose of the Child Protection Policy is to safeguard the children and youth in our education programs from abuse or exploitation. This policy ensures that the FCC has procedures in place to prevent children from experiencing abuse by any staff or associates of FCC. This helps to create a safe and favorable environment where children can develop their potential.

Responsibility for Implementation

The Executive Directors of FCC ensure that the Child Protection Policy will be upheld and that any investigations of suspected abuse are in accordance with national laws.

Statement of Commitment

FCC is committed to children’s rights and their welfare in Cambodia.

FCC provides education and counseling to children and youth from varying circumstances to give them hope for the future. Our target population group includes children and youth from 5 to 25 years old. FCC cooperates and networks with agencies in the same field.

FCC is committed to observe the law on child rights and welfare. (The UN convention on the Rights of the child, the convention of the Minimum Age of working children No 138, the declaration on the world summit on children)

FCC is committed to consider all children with respect and dignity. People who are in charge of teaching or caring for children should also be a good role model for them. Teachers/caregivers should listen to the children in their care and be diligent to provide quality education while being mindful of their physical

and emotional safety. They should keep their promises with the children. When they provide discipline to the children, they should use only verbal means and not corporal punishment.

Code of Conduct

- Treat children equally regardless of their race, sex, language, religion, nationality, ethnic group, or social status. Do not give special favor to particular children and exclude other children.
- Use appropriate language and behavior towards children. No harassing, abusive, offensive and threatening language and behavior permitted.
- Do not engage children in any sexual activities or inappropriate discussions.
- Do not use cameras, computers or cell phones to exploit and harass children, nor access child pornography.
- Avoid punishing or disciplining children physically.
- Report allegations of child abuse immediately by following the procedures.
- Physical/ sexual relationships with minors is prohibited.
- Do not condone children's behavior which is illegal, unsafe or abusive.
- Refrain from spending excessive time alone with any child.
- Do not fondle, hold, hug or kiss children in an inappropriate way.
- Watching pornographic images from websites, DVDs and VCDs at the workplace and during work hours is prohibited.

Reports and investigation on abuse and suspected abuse

- All staff must know the procedure regarding what to do if an allegation is made by a child, parent, staff or visitor.
- FCC encourages staff to observe Cambodian law including the labor code.
- Discussion about the potential of abuse should be open and all staff trained to recognize it.
- Both the victims and the perpetrators will be treated with respect from the beginning to the end of the investigation process in the case of an allegation of abuse.
- All facts from the investigation should be recorded, and the records should be filed confidentially and carefully.
- In the case that a foreigner is involved, the relevant Embassy will be informed.
- One of the staff will be designated to deal with the media and the police.
- Anyone who knows of possible child abuse within any of FCC's programs or locations, should contact the Executive Director. The report should be made within 24 hours for a timely investigation. Any person who fails to report suspected child abuse may face disciplinary action.

- After receiving the report, the Executive Director will initiate the internal investigation. The investigation should be conducted by a committee of the program management and the Executive Director, with respect for the children's privacy and rights.
- An associate or volunteer accused of child abuse will be temporarily suspended during the investigation. FCC will give the suspected person the opportunity to respond. As we are obligated to initiate an internal investigation, we provide information and the names of witnesses for interview. At the same time, FCC makes will provide a suspected associate, with counseling or appropriate support.

Response to Internal Investigation Findings

- FCC will inform associates, children and their family of the results following the investigation and any subsequent action.
- In the case that an allegation is untrue or fabricated, FCC will make efforts to provide assistance to an associate who is falsely accused of child abuse.
- If child abuse is proven by the investigation, FCC will assist the children who might face physical or emotional trauma. This assistance includes medical treatment, counseling and any other assistance which the children may need.
- In the case that the investigation concludes that child abuse has occurred, but the person is not subject to criminal prosecution, the FCC associate will be subject to disciplinary action, which includes dismissal.
- In the case that the investigation concludes that child abuse has occurred, and the person is subject to criminal prosecution, all the information will be reported to national police authorities.
- If the associate is discharged from FCC due to child abuse, FCC will disclose the information about the case if requested by police. The disclosures will be made according to applicable law.
- If the media becomes involved when an allegation is raised within a project of FCC, only the Executive Director or his designated spokesperson will have contact with the media.

Recruitment and screening

All permanent or temporary positions within FCC must clearly state a commitment to child protection. All staff, volunteers and interns are expected to protect children from abuse and exploitation. The commitment of prospective employees must be a condition for placement. We inform all prospective employees and volunteers of the Child Protection Policy at the beginning of recruitment.

Screening is important for all people who work at FCC. Anyone who applies for a position in FCC has to submit their CV. Applicants must agree to, and sign the Child Protection Policy, and state that they have never been convicted on any charges of child abuse. Any person who has been dismissed for abuse cannot

apply for a position within the FCC. References and suitability will be checked during a personal interview with the prospective staff member.

Agreement on the Child Protection Policy of CCPCR

I have read and understood the terms of the Child Protection Policy, and I agree to the conditions stipulated. I declare that I do not have a criminal history with offenses related to children inside and outside of Cambodia. I consent to FCC verifying my background and references.

I understand that if a complaint about child abuse is raised during my work with FCC, my employment would be suspended, pending investigation by the police.

I understand that in the case I am found guilty of physical or sexual abuse, my employment will be terminated, unconditionally.

I understand if I do not report any suspicions of abuse involving staff, volunteers, interns and partners, my employment may be terminated, unconditionally.

Staff/Volunteer/Intern signature

Executive Director

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Name:.....

Name:.....

Date:.....

Date: