



CHILD PROTECTION POLICY

2024

POLICY GUIDELINES, PRINCIPLES AND PROCEDURES ON CHILD SAFEGUARDING AND PROTECTION AT INPEF

Date: February 2024



INTRODUCTION

The present document is attached to **INPEF's Code of Conduct**.

The **National Institute of Family Pedagogy** (Istituto Nazionale di Pedagogia Familiare®), founded by Prof. Vincenza Palmieri, has as its mission the realization of humanitarian projects, of national and international nature, in particular in the field of the **Human Rights of Children and Adolescents**.

The **National Institute of Family Pedagogy** (National Institute of Family Pedagogy®) is active both on the macro front of Legislative initiatives - in the field of Family, Children, Learning - and on the front of its single, individual, specific forms.

It operates through interventions of various kinds, favoring training activities, considered a fundamental prerequisite for effective and quality action.

It therefore carries out masters, courses, concrete laboratory activities and high-level training initiatives, aimed at promoting changes of cultural and legislative nature, in collaboration with national and supranational institutional bodies.

It carries out ongoing consultancy activities in an **international and intercultural context**, including through public relations activities and the



conclusion of agreements with **Italian and foreign Governmental and Diplomatic Institutions**, as well as with organizations, associations and private bodies.

It acts according to an integrated approach between pedagogical-family, sociological and legal skills.

It works to raise public awareness, through the most appropriate and effective means of information, within the most correct legal and scientific classification of the facts being considered. The Institute therefore promotes editorial and dissemination initiatives on topics of interest: **papers, articles, posters, conferences, major events.**

It produces publications of a social and scientific nature in the socio-pedagogical field, in particular regarding Family Pedagogy and the related educational and professional training profiles, as well as on the major themes of Human and Minors' Rights.

In all its initiatives, INPEF moves from the belief that knowledge, information and education are the main tools to fight the underlying causes of violations of human rights and children's rights, as well as to prevent abuse, oppose discrimination and protect children as participating citizens,



and to promote equality in global society.

This document presents **INPEF's policy, principles and procedures** on child safeguarding and protection measures taken by INPEF and staff members of INPEF.

INPEF declares that it believes in the **rights of all children**, including the right to be protected from all forms of violence, abuse, neglect, and exploitation and to grow up to their full potential, to be healthy and happy, as set forth in the 1989 United Nations Convention on the Rights of the Child (UNCRC) and the Council of Europe Convention on the Protection of Children against Sexual Exploitation and Sexual Abuse (Lanzarote Convention, 2007).

Children with whom INPEF staff, volunteers, interns, external collaborators and associates come in contact will be assured the rights expressed in the UNCRC.

Through its work, INPEF aligns with the EU Strategy for the rights of the child and promotes actions to support it.



INPEF takes the prevention of child abuse very seriously.

INPEF understands that child abuse and inappropriate contact with children is a pervasive problem throughout the world that must be controlled proactively. Consequently, this policy shows its **commitment to taking proactive steps to safeguard and protect children** in INPEF's activities, facilities and networks.

INPEF is committed to making decisions and taking actions that are guided by the principle of the **“best interest of the child.”**

The document includes six different sections:

1. Definitions used in the policy and INPEF's work.
2. Values and principles, which should be respected and promoted by all staff members.
3. Screening and hiring practices at INPEF.
4. Principles of conduct & procedures of staff in contact/working with children.
5. Reporting procedures in case staff members are concerned or suspecting a child abuse.



6. Cooperation with external organizations, networks and agencies.

INPEF's Child Protection Policy is approved by the President. The document is evaluated against EU standards and practical experience and updated regularly.

1. DEFINITIONS

For the purposes of the present policy, the following definitions apply:

Child

Every human being below the age of eighteen years old.

Child Protection

The prevention and response to violence, exploitation and abuse of children in all contexts.¹

Child participation

Child participation means that children, any person under the age of 18 years, individually or in groups, have the right, the means, the space, the opportunity and, where necessary, the support to freely express their views, to be heard and to contribute to decision making on matters affecting them,

¹ [Child protection overview - UNICEF DATA](#)



their views being given due weight in accordance with their age and maturity. In order to be able to participate meaningfully and genuinely, children and young people should be provided with all relevant information and offered adequate support for self-advocacy appropriate to their age and circumstances.²

Staff members

Refers to paid staff, volunteers, interns and external collaborators.

Child maltreatment is the abuse and neglect that occurs to children under 18 years of age. It includes all types of physical and/or emotional ill-treatment, sexual abuse, neglect, negligence and commercial or other exploitation, which results in actual or potential harm to the child's health, survival, development or dignity in the context of a relationship of responsibility, trust or power.³

2. PRINCIPLES AND VALUES

INPEF is committed to the following values and principles, which should be

² Please see the Recommendation CM/Rec(2012)2 of the Committee of Ministers to member States on the participation of children and young people under the age of 18: [Recommendation CM/Rec\(2012\)2 \(coe.int\)](#)

³ [Violence against children \(who.int\)](#)



respected and promoted by all its staff members:

- ✓ INPEF values and treats every person **without discrimination of any kind**, irrespective of the age, color, sex, language, religion, political or other opinions, national, ethnic or social origin, language, gender identity or sexual orientation, property, disability, birth or other status.
- ✓ INPEF has a **zero-tolerance policy** towards any kind of inappropriate behavior, violence or abuse, mainly towards children.
- ✓ INPEF recognizes the **right of every child to be protected from harm and abuse** stemming from inappropriate behaviors as defined in Section 1 of the present policy. INPEF takes all **necessary action to prevent any harm** from being done against children and to report any abuse against children.
- ✓ The **best interest of each single child** always comes first in the undertaking of our INPEF's activities.
- ✓ INPEF **promotes the right of children to be heard, participate and share their views** in matters that concern them and constantly and by all means supports this approach in its activities.



- ✓ INPEF conducts all its activities, from project design, risk management to implementation ensuring the safeguarding of children plays a central role and according to child-centered and trauma-informed approaches.
- ✓ INPEF provides all necessary **guidance to its staff members** who work in close contact with children.

3. SCREENING AND HIRING PRACTICES

INPEF establishes and sustains proper hiring and selection practices, including submission of applications and CVs, reference checks, criminal background checks, social security checks and documented personnel files.

3.1. Applications

All candidates receive a briefing before selection stating that INPEF has zero tolerance for any inappropriate behavior, violence or abuse, including and especially towards children, committed by members of staff.

3.2. Reference checks



INPEF reserves the right to check the references of any candidate applying for a job.

3.3. Interviews

Prospective staff members should be **interviewed also** by the President.

4. PRINCIPLES OF CONDUCT & PROCEDURES OF STAFF IN CONTACT/WORKING WITH CHILDREN

The following principles apply when coming in contact or working with children:

4.1. Compliance with INPEF's Code of Conduct & Child Protection Policy

Before performing any work duties, staff members will **sign and date a copy of the Code of Conduct** of the Organization, to which the Child Protection Policy is attached. When changes or updates are made, all staff members will be provided with the new version, which must be signed in acknowledgment and acceptance.

All external collaborators will be provided with the Child Protection Policy



and the Code of Conduct.

4.2. Data protection mechanisms

The Code of Conduct includes the procedures for **data collection and treatment of data about children and young people**. Data privacy and protection issues shall comply with relevant EU rules (especially the General Data Protection Regulation (**GDPR**) (EU) 2016/679).

For the correct handling of child-sensitive data, the following rules apply:

- **Written Informed Consent:** If personal data about children needs to be collected, written informed consent will be sought from their parents/legal guardians. The data will be collected and used only for the specific purposes for which they are provided. Staff working with children and needing to collect personal data about children or young people shall refer to the Data Protection Policy of INPEF⁴ and to the General Data Protection Regulation (GDPR) (EU) 2016/679. INPEF does not share the personal data provided with any other entity.
- **Statement of Confidentiality:** Staff who may come in contact with

⁴ [Data Processing Information \(pedagogiafamiliare.it\)](http://pedagogiafamiliare.it)



the personal data of research participants is required to sign a statement of confidentiality before engaging in research.

- **Disclosure of information:** that identifies children who come in contact with our staff members and anyone having a role within INPEF, is restricted by the terms of international, European and Italian regulations and legislation. Written informed consent of the parents/legal guardians shall be specifically sought.
- **Publications:** All publications must comply with the Child Protection Policy, before being publicized or shared.

4.3. Training on Child protection

The rules and expectations will be shared with each new staff member and will be regularly reinforced with existing ones. Specifically:

- All paid staff, volunteers and interns (at minimum, those working directly with children) will participate in a comprehensive child protection training and in further training throughout their employment period, which will include information on children's rights, communication with children, children's participation and



Human Rights.

- External collaborators who may come in contact with children in the fulfillment of their tasks as assigned by INPEF will participate in the same child protection training.

5. REPORTING PROCEDURES

All staff members and external collaborators have an obligation to report any child abuse concerns they may have or suspect.

6. COOPERATION WITH EXTERNAL ORGANIZATIONS, NETWORKS AND AGENCIES

When coming in contact with external entities such as organizations, networks and/or agencies, INPEF will proceed as follows:

- For each new collaboration with external organizations, networks and/or agencies, the selection will **take into account the child protection history** of the entity.



- INPEF **will not tolerate** any inappropriate communication towards children.

CONCLUSIONS

INPEF uses its social networks, the Cronaca Sociale magazine and its publications of books and scientific articles and every public or private occasion to spread the principles of human rights and children's rights.

Rome, 26 February 2024

Vincenza Palmieri

President