

CHILD SAFEGUARDING POLICY

Author:

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Applicable to:

Anyone who is interacting with children of Sarthak Foundation (Board of Directors, Employees, Volunteers, Interns, Supporters)

Purpose of this Policy:

Sarthak Foundation takes the safety and security of its children very seriously. The primary reason why we set up our Yellow Rooms inside the community is to ensure the safety of the child. Every member of Sarthak is bound by the duty to adhere to each and every clause of the safeguarding policy.

The categories covered in this policy**1. Physical Safeguarding for Children:**

- a. Children should not be harmed physically.
- b. Children never get hit by hand or any other object.
- c. Children are not to be sent to anyone else's house by any Sarthak Team Member without the approval of the concerned Program Manager.
- d. Children should never be invited by any Sarthak Team Member to their personal residence under any circumstances or occasions.
- e. Children should not be taken out of the community by anyone without the approval of the concerned Program Manager.
- f. Children should never be left unsupervised when any outsider is conducting any kind of activity.
- g. All activities involving children must be supervised by an Educator/Coordinator.

2. Mental Safeguarding for Children:

- a. Children should not be harmed psychologically.
- b. Children should never feel neglected in any project sites of Sarthak.
- c. Children should never be shouted at.
- d. Children should never be told they are weak, not good or something that would scar them.
- e. Children should never be told to stand outside the class. They will never be detained.
- f. Children should never be punished in the class in a manner where other children will make fun of them.
- g. Any kind of abusive language not to be used in the class.
- h. Children should not be asked to contribute money/gifts for any purpose.

3. Sexual Safeguarding for Children:

- a. Children should never be touched in a way that comes under corporal punishment (twisting of ears, pinching of nose, pinching, pulling hair or any other such vicious action).

- b. Children should never be touched in a manner that points out to sexual abuse. Not even for the purpose of demonstration should this touch happen.
- c. Children should not be asked to remove their clothes for any purpose.
- d. Children should never be asked to touch any other child other than shaking hands/ patting backs.

4. Child safeguarding while Interaction with Visitors:

- a. Random Visitors are not permitted in the Yellow Rooms, RTI Gurukul or Yellow SLATEs without approval of the Program Director.
- b. Children and Educator/Coordinator have full authority to refuse any interaction or activity deemed unsuitable.
- c. Children have full authority to refuse to participate in any activity if they feel uncomfortable with it.

5. Child safeguarding for outdoor activity:

- a. Children above the age of 14 will not participate in any exposure or outdoor activities without the signed consent form from their parents.
- b. Children under the age of 14 are restricted from participating in any exposure activities or outdoor outings for the safety purposes.

6. Child safeguarding for social media use:

- a. No group on messaging apps such as Whats app and Telegram or on any social media channel should be created without the approval of the concerned Program Manager.
- b. Sarthak team members or any other individual associated with Sarthak shall not follow any social media page of any child from Sarthak or request them to follow their personal social media page.
- c. Sarthak's children's photos or videos should never be posted on any social media platform by any Sarthak Team member or any other individual.
- d. Sarthak's social media team is solely authorised to post any photos or videos of Sarthak children on any Sarthak social media page. If anyone within the Sarthak team or any individual wishes to post photos or videos of children, they must obtain written approval from the Sarthak social media team.

7. Child safeguarding for interns or volunteers:

- a. Educators and Program Coordinators must be pre-informed by their concerned managers before any intern or volunteer goes to any project site.
- b. Children must not be left unsupervised with a volunteer or intern. All interactions should occur in the presence of an Educator or Program Coordinator.

Reporting Procedure

- **What to Report:** Any suspected violation of the policy should be reported.
- **How to Report:** Concerns can be reported by calling +91-9696859986 or writing to kshama@sarthakfoundation.org