



August 15, 2022

## **CHILD PROTECTION POLICY**

### **Introduction**

#### **The Philosophy of Rose Marie Academy**

We believe that everyone has the right to be educated according to their potential and personal needs. All deserve the opportunity to learn, grow intellectually and socially, and be adaptable in an ever-changing world. We strive for the development of healthy relationships based on mutual respect and consideration for the rights of others. We guide our students to become confident, independent, and socially responsible global citizens.

#### **The Mission of Rose Marie Academy**

Educate all students in a supportive, multicultural environment where health, safety, and respect for self and others are prerequisites for successful learning.

Provide a balance of up-to-date learning technologies and innovative global curricula.

Maximize student performance by means of small classes taught by caring and highly qualified faculty.

Ensure student success by giving careful attention to individual strengths and weaknesses.

### **Purpose**

The purpose of this Child Protection Policy is to provide a framework for staff, interns, volunteers and visitors that aims to protect children and reduce the risk of child abuse or exploitation by:

1. educating school personnel and stakeholders of the importance of child safety.
2. ensuring appropriate interactions between relevant staff, interns, volunteers, and visitors.

### **Code of Conduct**

All staff, interns, volunteers, and visitors must:

- treat children with respect and dignity regardless of race, color, gender, language, religion, political affiliation, national or ethnic origin, economic status, disability, birth or other status.
- always put the welfare, health, and safety of the child first.
- always take into consideration the views and concerns of children, particularly with any decision that may affect them.
- never use language towards or around a child that is sexually or culturally inappropriate, harassing or abusive.
- never physically harass or assault a child.
- never engage children in any form of sexual activity.
- ensure that another adult is present during any interactions with children in and outside the school premises when appropriate.
- never invite children back home or to non-school activities.
- never hold, kiss, hug or touch a child unnecessarily or in a sexually or culturally inappropriate way, and to ask for permission or consult with other staff before any touching whatsoever.

- never show favoritism to any one child in any way, particularly in the form of gifts, special attention or additional services. never inflict physical, mental or emotional punishment on children.
- immediately report concerns or allegations of child exploitation and abuse or any violations of the policy to Head of School.
- abide by the relevant laws of the country of operation and residence in regards to child protection and child labor. never harass or exploit children with any inappropriate materials on the internet or by any other means. never access or participate in child pornography through any source. never use technological devices such as computers, mobile phones, cameras inappropriately around children, particularly in sharing any information about the children on social media without the consent of the parents/guardians of the children. never take photos or video footage of children without prior approval from leadership and prior consent from children and their parents/guardians.

### **Media Guidelines**

obtain informed consent from the child and parents/guardians before photographing or filming a child.

- explain to children and parents/guardians of the purpose of collecting and distributing such media and the final content being shared.
- allow children or parents/guardians to change their mind and withdraw their consent at any time if they so choose.
- ensure that any written content, photographs and video footage of the child is dignified and respectful in nature and does not place the child in a vulnerable, submissive or embarrassing position.
- ensure the children are fully clothed in images and/or video footage and are not in contexts that are sexually suggestive.
- ensure images and/or video footage accurately represent the context and the facts of the story surrounding the child.
- ensure that identifiable information (i.e. names, locations, etc.) about the child or their family is not shared in any written or visual content.
- work closely with any media outlets or newspaper to ensure that content about the school and the child is accurate, not sensationalized, and respectful.

I, \_\_\_\_\_, have read and understood the Rose Marie Academy Child Protection Policy and agree to comply to it in its entirety.

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Position:**  Staff  Volunteer/Intern  Visitor  Shareholder

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## **Rose Marie Academy Child Protection Policy Standards**

### **1. Implementation**

- if the school is working in a country where English is not widely spoken and understood, particularly by children, then the Child Protection Policy should be translated into the working language of the country and shared with children and their parents/guardians in that language.
- the school has made an effort to refer to and consult relevant international and national laws related to child protection, such as the United Nations Convention on the Rights of the Child (UNCRC).
- the policy should be reviewed at a minimum of every three years and adapted if needed to better fit the needs of the school, the children, or international standards and laws.
- the school and staff have made an effort to share the policy with the children and to incorporate their opinions of the policy into any further developments.
- basic background checks are conducted of everyone coming into contact with children, and they are also asked to disclose any previous crime or court convictions whenever possible.
- in situations where schools are working with partner schools, all staff, interns, and volunteers of both schools must comply with both schools' child protection policy.
- there is a designated staff member (i.e. a Child Protection Officer) who is responsible for answering any questions pertaining to child protection and documenting reports of abuse and violations.

### **2. Training and Awareness**

- everyone at the school should be well aware of child protection procedures, with clearly defined guidelines in place for how to behave around children.
- children and parents are also made aware of their rights and the procedures in place to keep them safe.
- the school clearly communicates expected and appropriate behavior towards children, as well as subsequent consequences for violating any policies and standards.
- it is clearly communicated throughout the organization that any suspicion of violations will be investigated.
- all members of the school have received training on child protection and the school's child protection policies and standards.
- staff members working directly with children have regular opportunities to update their knowledge on child protection in order to maintain the necessary skills to keep children safe.

### **3. Reporting Mechanisms**

- reporting mechanisms for children must be easily accessible and confidential, and must enable victims/witnesses to safely report abuse or violations.
- all members of the school are trained in how to recognize and report concerns, questions, or suspicions of violations.
- reports of allegations will go to the Child Protection Officer and leadership of the school.
- the process of reporting is clearly shared and understood throughout the school, particularly by the children.
- staff are made to feel comfortable about reporting suspicions or violations confidentially without fear of being punished.
- reported information will be treated confidentially in accordance with relevant privacy protection laws of the country.
- leadership of the school will act immediately on reports of child abuse/exploitation and consider this the highest priority until the investigation is completed and the matter is closed.

- an internal investigation should be launched immediately.
- the accused party should be immediately restricted from further interactions with children until the matter is concluded.
- any incident should also be reported to the local authorities and to the relevant government child services agency.
- an external school may be brought in to conduct the investigation so as to ensure unbiased outcomes.

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