

Child Protection Training Package



This training package is provided by Partner Housing Australasia, for use by its Directors, Volunteers and Partner Organisations, including Vision for Homes (PNG) and the South Ranongga Community Association (Solomon Islands).

The training package may be read on a computer screen or as hard copy, or **may be listened to** by **engaging the computer "Read Aloud" PDF reader function**.

The purpose of this training package is to explain the background and the detail of the Partner Housing Australasia policies for **child protection** in those countries and regions where the organisation operates. This includes ensuring that our partners and their personnel **take active steps to protect children and to prevent their exploitation**.

Duty of Care is a common law concept that refers to the responsibility of the organisation to provide children with an adequate level of protection against harm. It is the duty of the organisation to protect children from all reasonably foreseeable risk of injury.

Child or young person is defined as any person under the age of 18 years, unless a nation's laws recognise adulthood earlier.

Child Protection is the term used to describe the responsibilities and activities undertaken to prevent or stop children being abused or maltreated.

Child Abuse includes physical, sexual, emotional, neglect, bullying, child labour and domestic violence. Both boys and girls can be the victims of abuse, and abuse can be inflicted on a child by both men and women, as well as by young people themselves. Abuse happens to male and female children of all ages, ethnicity and social backgrounds, abilities, sexual orientation, religious beliefs and political persuasion. In some cases, professionals and other adults working with children in a position of trust also abuse children.

Physical Abuse occurs when a person purposefully injures or threatens to injure a child or young person. This may take the form of slapping, punching, shaking, kicking, burning, shoving or grabbing. The injury may take the form of bruises, cuts, burns or fractures.

Emotional abuse occurs when a child is repeatedly rejected or frightened by threats. This may involve name calling, being put down or continual coldness from parent or caregiver, to the extent that it affects the child's physical and emotional growth.

Neglect is the persistent failure or the deliberate denial to provide the child with clean water, food, shelter, sanitation or supervision or care to the extent that the child's health and development are placed at risk.

Sexual abuse occurs when a child or young person is used by an older or bigger child, adolescent or adult for his or her own sexual stimulation or gratification, regardless of the age of majority or age of consent locally. These can be contact or non-contact acts, including threats and exposure to pornography.

Child-Sex Tourism is '...the commercial sexual exploitation of children by men or women who travel from one place to another, usually from a richer country to one that is less developed, and there engage in sexual acts with children, defined as anyone aged under 18 years of age.' (ECPAT International, 2006)

Bullying is the inappropriate use of power by an individual or group, with an intent to injure either physically or emotionally. It is usually deliberate and repetitive. The bullying may be physical or psychological (verbal and non-verbal). Physically, bullying includes pushing, hitting, punching, kicking or any other action causing hurt or injury. Verbal bullying includes insults, taunts, threats and ridicules. Psychological bullying includes physical intimidation and ostracism.

Exposure to Domestic Violence occurs when children and young people witness or experience the chronic domination, coercion, intimidation and victimisation of one person by another by physical, sexual or emotional means within intimate relationships. (Adapted from the Australian Medical Association definition)

Particularly vulnerable children include children within or outside the family environment, in institutions, at work, on the streets, in war zones and in emergencies. Children in emergencies are especially vulnerable to abuse and exploitation. In an emergency or crisis situation, children are extremely vulnerable when they become part of a displaced or traumatised population.

The following policies are set out in "Policy and Procedures" documents A3.1a, A3.2a and A3.3a.

Policies No A3.1a, A3.2a and A3.2 apply to both Partner Housing Australasia and the Partner Organisations, and must be read in context as a single over-arching policy requirement. They are reproduced here as a single policy, in order to provide completeness and context, and as a signal of the importance ascribed to all parts of the policies.

The parts of the combined policies that specifically address the criteria of DFAT Requirement A3.1 are shown in red highlight. Notwithstanding, the other parts of the combined policy are equally important and applicable.

- (a) Partner Housing Australasia and its Partner Organisations, the Board Directors, Staff, Contractors, Volunteers and Visitors, shall meet the requirements of this Child Protection Policy, and the requirements of the DFAT Child Protection Policy. Reference shall be made to the DFAT Child Protection Policy for guidance on the practices required to meet the nine minimum standards and refer to the ACFID Code of Conduct and its Quality Assurance Framework for guidance on the requirements of a policy, incident reporting and complaints handling procedures.
- (b) Partner Housing Australasia and its Partner Organisations shall ensure that its activities do not in any way harm, or contribute to harm to children, either directly or indirectly.
- (c) Partner Housing Australasia and its Partner Organisations shall not participate in, or condone, child abuse or exploitation.
- (d) Partner Housing Australasia and its Partner Organisations shall not participate with organisations or individuals involved in activities that could be associated, either directly or indirectly, with child abuse or exploitation; or if they pose any risk to children's safety or wellbeing.

Failure to adhere to the Child Protection Policy, and in particular, the Declaration Regarding Child Protection CoC and Declaration Regarding Use of Children's Images for Work-Related Purposes shall result in a termination of any work agreement, MOU or appointment previously enacted.

- (e) Partner Organisation Child Protection – Partner Housing Australasia shall assess the Child Protection Policies and Practices of its Partner Organisations (including, but not limited to Vision for Homes (PNG) and South Ranongga Community Association (Solomon Islands)). This shall include an assessment of the risk to children (posed by the program or the partner) and the mitigation measures necessary to reduce any risk to children. In particular Partner Organisations shall be assessed against the nine criteria that are applied to Partner Housing Australasia itself, in accordance with the DFAT Child Protection Policy.
- (f) Programs do not involve interaction with children – Partner Housing Australasia and its Partner Organisations do not undertake child-focussed activities or projects that have contact or interaction with children. Partner Housing Australasia's principal activities are in design and construction of village buildings, and water and sanitation infrastructure, and providing training to the managers of the Partner Organisations. This may include the construction of houses, village community centres, village schools, village clinics and community health buildings, access roads to the preceding, water collection (e.g., wells & tanks), septic systems and latrines and hospitals.

The work described above is office-based design work (in Australia), construction work (on building sites) interacting with adult workers, and classroom-based training interacting with adult trainees. No children are involved in the execution of the work, be it design, construction or training.

The Managers, Volunteers and Contractors of Partner Housing Australasia are not required to have any contact with any children during the performance of this work, and are discouraged from doing so while executing their roles as representatives of Partner Housing Australasia. Notwithstanding, it is recognised that some Partner Housing Directors have long-standing friendships with a number of families in the regions, which pre-date their involvement with Partner Housing Australasia, and this policy does not seek to inhibit such friendships.

Similarly, the Managers, Staff and Contractors of Partner Organisations are not required to have any contact with any children during the performance of this work, and are discouraged from doing so while executing their roles as representatives of the Partner Organisations, including Vision for Homes (PNG) and South Ranongga Community Association (Solomon Islands). Notwithstanding, it is recognised that the Managers, Staff and Contractors of Partner Organisations live, with their families, in some of the villages where work is undertaken, and this policy does not seek to inhibit normal family life of these people.

- (g) Partner Housing Australasia shall formulate and consider formal Risk Assessments of both the programs and the projects that comprise those programs.
- (h) Appropriate to their circumstances and the extent of their contact with children, Partner Housing Australasia and its Partner Organisations shall ensure that this Child Protection Policy and the associated Procedures for dealing with children are regularly reviewed. The Policy is based on a considered Risk Assessments (see above) and as appropriate to the risk. The Policy addresses:
 - i. Development program planning and implementation;
 - ii. Use of images and personal information for fundraising and promotion purposes;
 - iii. Personnel recruitment including staff, volunteers, consultants and suppliers – in both Australia and overseas;
 - iv. All applicable legal obligations including mandatory police checks where available and appropriate for all personnel who have regular contact with children;
 - v. Behaviour protocols or codes;
 - vi. Education and training of personnel and communication of the policy to all stakeholders; and
 - vii. Reporting procedures.
- (i) Partner Housing Australasia and its Partner Organisations shall ensure that their complaints handling processes are child friendly.

- (j) Partner Housing Australasia and its Partner Organisations shall seek ways to incorporate the voices of children in shaping the development any programs that affect them.
- (k) The implementation, reporting and monitoring compliance with this policy shall be as set out in the “Procedures”.
- (l) Partner Housing Australasia shall ensure that its Partner Organisations, Volunteers, Contractors or other personnel working on behalf of the organisation provide the following specific protections for children –
 - i. Treat children with respect regardless of race, colour, sex, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status;
 - ii. Not use language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate;
 - iii. Not engage children in any form of sexual activity or acts, including paying for sexual services or acts, where under the law(s) applicable to the child (including Part IIIA of the Australian Crimes Act 1914 (Commonwealth) as amended), the child is below the age of consent or the act(s) are an offence under relevant laws;
 - iv. Wherever possible, ensure that another adult is present when working in the proximity of children;
 - v. Not invite unaccompanied children into my home, unless they are at immediate risk of injury or in physical danger;
 - vi. Not sleep close to unsupervised children unless absolutely necessary, in which case must obtain a supervisor’s permission, and ensure that another adult is present if possible;
 - vii. Use any computers, mobile phones, or video and digital cameras appropriately, and never to exploit or harass children or to access child pornography through any medium (see also ‘Use of children’s images for work related purposes’);
 - viii. Refrain from physical punishment or discipline of children (excluding their own children);
 - ix. Refrain from hiring children for domestic or other labour which is inappropriate given their age or developmental stage, which interferes with their time available for education and recreational activities, or which places them at significant risk of injury;
 - x. Not supply or provide drugs or alcohol to children;
 - xi. Not make gifts to children;
 - xii. Comply with all relevant Australian and local legislation, including labour laws in relation to child labour;
 - xiii. Immediately report concerns or allegations of child abuse in accordance with appropriate procedures.
- (m) Partner Housing Australasia, its Partner Organisations and its Volunteers, Contractors or other personnel working on behalf of the organisation, shall observe the following, when photographing or filming for work related purposes. Partner Housing Australasia shall not include images featuring children in any documents or on the website. If this restriction is relaxed for some legitimate reason approved by the Board, the following shall apply –
 - i. Before photographing or filming a child, assess and endeavour to comply with local traditions or restrictions for reproducing personal images;
 - ii. Before photographing or filming a child, obtain consent from the child or a parent or guardian of the child and explain how the photograph or film will be used;
 - iii. Ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive;
 - iv. Ensure images are honest representations of the context and the facts;

- v. Ensure file labels do not reveal identifying information about a child when sending images electronically.
- (n) Partner Housing Australasia shall not include images featuring children in any documents or on the website.
- (o) Partner Housing Australasia shall only include photographs in documents or on the website of adults who have signed the Photo Release Form. Copies of signed forms shall be retained in the permanent records of the HR Manager, the CEO and the Communications Manager.

The procedures for implementing and managing these policies are set out in “Policy and Procedures” documents A3.1a, A3.2a and A3.3a, which should be consulted to determine what needs to be done.

Risk of Association with Child Exploitation

The normal Partner Housing Australasia activities are unlikely to bring the organisation or its members and volunteers into contact with children. In particular:

- Pro-bono design & documentation work is carried out by volunteer professionals in Australia in their own offices or places of normal business.
- The building work funded by Partner Housing and carried out in developing countries is performed by implementing partner NGOs, subject to the controls and monitoring specified below.
- On very rare occasions, Partner Housing Volunteers may visit sites in developing countries for purposes of supervising, mentoring, training, auditing or assessing projects. This work would normally not bring the Volunteer into contact with children; although care is taken to ensure that there is no contact with child abuse or exploitation. The Volunteers shall be subject to the additional training, controls and police checks listed below.

Child-safe recruitment, screening processes and criminal record checks

On the relatively rare occasions that Partner Housing Australasia volunteers visit sites in developing countries, the following shall apply:

- Partner Housing shall provide and explain a copy of this Child Protection Policy to the Volunteers, contractors or other personnel working overseas on behalf of the organisation.
- Partner Housing shall check the suitability of Volunteers, Contractors or other personnel working overseas on behalf of the organisation. This shall include questioning, checking any references and by obtaining a police criminal record check.

The Volunteers shall be subject to the additional training, controls, police checks and working-with-children checks listed in the procedures.

Detection of Child Abuse

Volunteers shall be cognisant during review of on-site evidence (whether in person or through emails, photographs etc) to be aware of the existence of child abuse, and report any suspicious behaviour as appropriate.

The Senior Volunteer shall be alert for and report noncompliance or child abuse.

The means of reporting shall be in the format set out in Project File (see sample in Appendix 4 of these Procedures).

If an instance of child abuse is detected, the Senior Volunteer shall raise it with the Regional Manager and Chief Executive Officer, who shall notify DFAT the Commonwealth Police and the local police as appropriate and, if appropriate, implement procedures to terminate the MOU.

The relevant details and Board resolutions regarding the matter shall be recorded in the Minutes.

Child protection complaints management procedure

Should Partner Housing or its Board become aware of any alleged incident of possible child abuse or exploitation, Partner Housing shall immediately inform DFAT, the Commonwealth Police and the local police as appropriate; and shall provide all relevant details. The relevant details and Board resolutions regarding the matter shall be recorded in the Minutes.

Training

Members, Directors, Volunteers and Partner organisations shall be made aware of this policy and these procedures, by:

- Tabling and discussing them at the AGM;
- Tabling and discussing them at the February Board Meeting (as part of the training package);
- Including them with any brief provided to volunteers, contractors or other personnel working on behalf of the organisation. (Partner Housing is a voluntary organisation and does not employ staff); and
- Including them with any Memorandum of Understanding with Partner Organisations.

Child Protection Code of Conduct

Partner Housing, and its Volunteers, Contractors or other personnel working on behalf of the organisation, shall:

- Treat children with respect regardless of race, colour, sex, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status;
- Not use language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate;
- Not engage children in any form of sexual activity or acts, including paying for sexual services or acts, where under the law(s) applicable to the child (including Part IIIA of the Australian Crimes Act 1914 (Commonwealth) as amended), the child is below the age of consent or the act(s) are an offence under relevant laws;
- Wherever possible, ensure that another adult is present when working in the proximity of children;
- Not invite unaccompanied children into my home, unless they are at immediate risk of injury or in physical danger;
- Not sleep close to unsupervised children unless absolutely necessary, in which case must obtain a supervisor's permission, and ensure that another adult is present if possible;
- Use any computers, mobile phones, or video and digital cameras appropriately, and never to exploit or harass children or to access child pornography through any medium (see also 'Use of children's images for work related purposes');
- Refrain from physical punishment or discipline of children (excluding their own children);
- Refrain from hiring children for domestic or other labour which is inappropriate given their age or developmental stage, which interferes with their time available for education and recreational activities, or which places them at significant risk of injury;

- Not supply or provide drugs or alcohol to children;
- Not make gifts to children;
- Comply with all relevant Australian and local legislation, including labour laws in relation to child labour;
- Immediately report concerns or allegations of child abuse in accordance with appropriate procedures.

Partner Housing Australasia, its Partner Organisations and its Volunteers, Contractors or other personnel working on behalf of the organisation, shall observe the following, when photographing or filming for work related purposes. Partner Housing Australasia shall not include images featuring children in any documents or on the website. If this restriction is relaxed for some legitimate reason approved by the Board, the following shall apply –

- Before photographing or filming a child, assess and endeavour to comply with local traditions or restrictions for reproducing personal images;
- Before photographing or filming a child, obtain consent from the child or a parent or guardian of the child and explain how the photograph or film will be used;
- Ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive;
- Ensure images are honest representations of the context and the facts;
- Ensure file labels do not reveal identifying information about a child when sending images electronically.

Commitment to Prevent Harm to Children

Partner Housing commits to ensuring that no Volunteers, Contractors or other personnel that pose an unacceptable risk to children's safety or wellbeing are able to interact with children. Such services of such personnel will immediately be terminated. (See also the procedures for informing AUSAID and the police).

Zero Tolerance and Provision for Termination

Partner Housing Australasia exercises zero tolerance in respect of proven breaches of the Child Protection Policy. Offending volunteers, contractors or other personnel shall not be used by the organisation.

In order to be able to implement the above commitment, briefs to Volunteers, Contractors or other personnel shall include a provision to personnel who breach the child protection code of conduct. The following wording shall be inserted:

Failure to adhere to the Child Protection Policy, and in particular, the Declaration Regarding Child Protection CoC and Declaration Regarding Use of Children's Images for Work-Related Purposes shall result in a termination of any work agreement, MOU or appointment previously enacted.

Photography and Images

The following is included here for completeness. Further Procedures, Checklists and Photo Release Forms are included in the Policy A3.3a and D2.3a documents, which must be read in conjunction with this document.

- PHA shall not include images featuring children in any documents or on the website.
- PHA shall only include photographs in documents or on the website of adults who have signed the Photo Release Form. Copies of signed forms shall be retained in the permanent records of the HR Manager, the CEO and the Communications Manager.

As a member of ACFID and a licensed charitable NGO, it is incumbent on all PHA members and representatives to adhere to DFAT and ACFID policy when it comes to taking photographs and recording videos of people involved in our programs, particularly of children. Please refer to our [key policies](#) for further information.

Below is a step-by-step guide for ensuring the photos/videos we obtain respect and protect the people we portray, and align with policy.

1. If you wish to take a photo and/or video of someone, ask their permission and ensure they understand why you wish to do so (telling their story, sharing photos from the trip on the website etc.)
2. PHA policy states “PHA shall not include images featuring children in any documents or on the website”. If this policy is relaxed, the photographer shall ensure that they have the written permission of the child’s parent, guardian or community leader.
3. When you have taken the photos and/or videos, ask them to sign the photo/video release form. Explain that the purpose of the form is to make sure we have their informed consent to use their image on our website, social media and any other communication forms.
4. Hold on to all signed forms and send them to Nicola Smart – nicola.smart1992@gmail.com along with the photos/videos

PHA cannot use photography or video if we don’t have permission from the subjects.

Partner Organisation Child Protection

Partner Organisations shall comply with this Child Protection Policy. Details of how this requirement is to be achieved is set out in the Policy A3.3 document, which must be read in conjunction with this document.

The following illustrations provide context for this Training Package, and should be consulted for background and context.

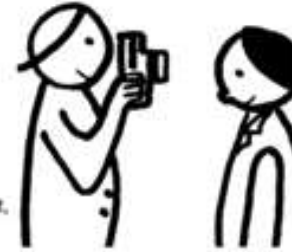
Turn off the “Read Aloud” option for this part of the training package.

Photo Release Form





Partner Housing Australasia (Building) Incorporated
ABN 88 722 057 429 CFN: 15429
Web: www.partnerhousing.org
Pro-bono professional services and funding for South Pacific
village infrastructure, housing, water, sanitation and training.

272 Blackwall Road, Woy Woy NSW 2256, Australia
Phone: +61 4 0721 8926
Email: rod@electronicblueprint.com.au



As a member of Australian Council for International Development and signatory to the ACFID Code of Conduct, we are committed to achieving high standards of financial reporting, management and ethical practice.

 No Photo	 Photo OK
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Partner Housing Australasia Photo Release Form

Please sign this form to allow Partner Housing to use photos of you.

We like to use photos for: our website, social media and other communications.

We may use your photo now or in the future, from the date of this release form.

We may have no control over a third party using your photo/video. You won't have an interest in the copyright of the photo/video and will not claim any financial reward for them.

You release and discharge PHA from all claims and demands connected with the use of the photo/video, including breach of privacy and intellectual property rights.

Please sign to confirm you have read and understood this release form.

Name:

Address:

Phone:

Date:

Signed:

If the person is under 18 years old, please complete the following:

Guardian:

Photographer:

Witness:

Photo Release Form

This shortened version of the Photo Release Form may be used provided the purpose of the images is properly explained.

From: rod@electronicblueprint.com.au <rod@electronicblueprint.com.au>

Sent: Monday, 1 August 2022 5:49 PM

To: 'rod@electronicblueprint.com.au' <rod@electronicblueprint.com.au>; Nicola Smart (nicola.smart1992@gmail.com) <nicola.smart1992@gmail.com>

Subject: 220801 a PHA photo consent request Rod Johnston

I give my consent for Partner Housing Australasia (PHA) to use images taken of me during volunteering for PHA or any other activities associated with the organisation, now or in the future.

I understand Partner Housing Australasia may have no control over a third party using my image/video, and that I won't have an interest in the copyright of the image/video and will not claim any financial reward for them.

I release and discharge PHA from all claims and demands connected with the use of the image/video, including breach of privacy and intellectual property rights.

Full Name ... **Rodney Kentwell Johnston**

Signature ...



Please insert your full name and signature, and send reply to rod@electronicblueprint.com.au and nicola.smart1992@gmail.com

Declaration Regarding Child Protection Code of Conduct

I _____ engaged by Partner Housing Australasia (Building) incorporated, agree that while implementing aid activities, I will:

- treat children with respect regardless of race, colour, sex, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status
- not use language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate
- not engage children in any form of sexual activity or acts, including paying for sexual services or acts, where under the law(s) applicable to the child (including Part IIIA of the Australian Crimes Act 1914 (Commonwealth) as amended), the child is below the age of consent or the act(s) are an offence under relevant laws
- wherever possible, ensure that another adult is present when working in the proximity of children
- not invite unaccompanied children into my home, unless they are at immediate risk of injury or in physical danger
- not sleep close to unsupervised children unless absolutely necessary, in which case I must obtain my supervisor's permission, and ensure that another adult is present if possible
- use any computers, mobile phones, or video and digital cameras appropriately, and never to exploit or harass children or to access child pornography through any medium (see also 'Use of children's images for work related purposes')
- refrain from physical punishment or discipline of children (excluding my own children)
- refrain from hiring children for domestic or other labour which is inappropriate given their age or developmental stage, which interferes with their time available for education and recreational activities, or which places them at significant risk of injury
- comply with all relevant Australian and local legislation, including labour laws in relation to child labour
- immediately report concerns or allegations of child abuse in accordance with appropriate procedures.

Signed:

Date:

Declaration Regarding Use of Children’s Images for Work- related Purposes

I _____ engaged by Partner Housing Australasia (Building) incorporated, agree that when photographing or filming a child for work related purposes, I must:

- before photographing or filming a child, assess and endeavour to comply with local traditions or restrictions for reproducing personal images;
- before photographing or filming a child, obtain consent from the child or a parent or guardian of the child. As part of this I must explain how the photograph or film will be used;
- ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive;
- ensure images are honest representations of the context and the facts;
- ensure file labels do not reveal identifying information about a child when sending images electronically.

I understand that the onus is on me, as a person engaged by Partner Housing Australasia (Building) Incorporated, to use common sense and avoid actions or behaviours that could be construed as child abuse.

Signed:

Date:

Accreditation Assessment Checklist

A3: The ANGO has effective child safeguards

<p>A3.1 ANGO has an organisational Child Protection Policy.</p>	
<p>ANGO has a documented child protection policy, ratified by its governing body. The policy includes/outlines:</p> <ul style="list-style-type: none"> • definition of a child as anyone under 18 • the scope of the policy to cover all relevant positions, such as the CEO, board members, staff, contractors, volunteers, interns etc; and adequately covers sub-contractors and grantees • the reporting procedure for child exploitation and abuse suspicions or allegations, code of conduct or policy non-compliance, and sanctions that would be applied in the event of breaches • a commitment to immediately report the above to DFAT in cases where DFAT funding is involved • a commitment to providing child protection training for personnel at induction and regularly thereafter depending on risk profile • a commitment to preventing a person from working with children if they pose an unacceptable risk to children • the ANGO’s risk management approach • the process for regular review of the policy at least every 5 years – policy must be dated or have a review date included. 	<p>Yes Yes Yes Yes Yes – Note 1 Yes Yes Yes Yes - annually</p>
<p>A3.2 ANGO has child safeguarding procedures in place that fully comply with DFAT’s Child Protection Policy and all of its nine minimum standards.</p>	
<p>ANGO’s procedures and practices comply with DFAT’s minimum standard as follows:</p> <p>Minimum standard 1: ANGO has a child protection policy (covered by Indicator A3.1).</p> <p>Minimum Standard 2: ANGO has documented reporting procedures which are known by personnel and partners and are applied in practice and cover/include:</p> <ul style="list-style-type: none"> • child exploitation and abuse suspicions and/or allegations • non-compliance with the code of conduct or policy • sanctions that are/would be applied in the event of breaches • immediate reporting to DFAT where DFAT funds are involved 	<p>Yes Yes Yes Yes</p>

<ul style="list-style-type: none"> • contact information to enable an external person to report. <p>Minimum Standard 3: ANGO provides child protection training (which includes its reporting procedures) for personnel.</p> <p>Minimum Standard 4: ANGO is committed to preventing a person from working with children if they pose an unacceptable risk to children. This commitment is included in ANGO’s child protection policy. (covered by Minimum Standard 1 and Indicator A3.1)</p> <p>Minimum Standard 5: ANGO’s child protection policy is regularly reviewed, at least every 5 years.</p> <p>Minimum Standard 6: ANGO undertakes risk assessments of all activities (not just at a program or organisational level). Risk assessments include identification of risks and outline mitigation measures and are regularly re-assessed.</p> <p>Minimum Standard 7: ANGO’s employment contracts contain provisions for suspension or transfer to other duties of any employee who is under investigation and provision to dismiss any employee after an investigation.</p> <p>Minimum Standard 8: ANGO has robust recruitment screening processes including:</p> <ul style="list-style-type: none"> • criminal record checks and verbal reference checks for ‘contact with children’ positions prior to engagement • additional screening measures such as behavioural-based interview questions for ‘working with children’ positions. <p>Checks must be conducted for each country in which the individual has lived for 12 months or longer over the last 5 years, and for the individual’s countries of citizenship</p> <p>Minimum Standard 9: ANGO has a documented Code of Conduct that meets DFAT requirements at a minimum (see Attachment A to DFAT’s CP policy) and is known to ANGO personnel.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes - annually</p> <p>Yes – Refer to Human Rights Manual</p> <p>Yes</p> <p>Yes – Refer to HR Manual</p> <p>Yes – All Partner Housing volunteers reside in Australia</p> <p>Yes – In policy document</p>
<p>A3.3 ANGO has controls and procedures to ensure implementing partners have compliant child protection policy and practices.</p>	
<p>ANGO engages with and supports its implementing partners to have good child protection practices. At a minimum, the ANGO:</p> <ul style="list-style-type: none"> • has knowledge of their partners’ child protection capacity and practices • has knowledge of which of their partners’ have ‘contact with’ or are ‘working with’ children 	<p>Yes</p> <p>Yes – none work with children</p>

<ul style="list-style-type: none"> ensures that partners have their own child protection policy or formally adopts and understands the ANGO's child protection policy undertakes and shares child protection risk assessments with partners or ensures that partners are undertaking child protection risk assessments of all activities provides child protection training and support to partners where required to improve their child protection practices. 	<p>Yes –PHA policy</p> <p>Yes – by email Note 1</p> <p>Yes</p>
<p>A3.4 ANGO undertakes periodic assessments of its own and its implementing partners' child protection practices.</p>	
<p>ANGO undertakes a systematic and documented assessment of its own and its implementing partners' child protection practices on a regular basis. The assessment process:</p> <ul style="list-style-type: none"> includes all the practices listed in Indicators A3.1, A3.2 and A3.3 is undertaken at regular and clear points in time - periodicity to be determined by the ANGO depending on variables such as risk, inclusion of additional or different activities, change in partner capacity etc. uses a systematic approach i.e. an assessment against a list of criteria or standards is documented. 	<p>Yes</p> <p>Yes - annually</p> <p>Yes</p> <p>Yes</p>

Note1 – Implementing Partner Organisations formally adopt Partner Housing's Child Protection Policies. There has been only one case where the Partner Organisation reported to Partner Housing that a previous contractor potentially breached the Child Protection Policy. (The contractor intervened in fight between his son and another boy [who received a temporary injury] and received a jail sentence as a result. Partner Housing informed DFAT, who ruled that it was outside the scope of DFAT's policy. This case confirms the effectiveness of the communications and notification process between the Partner Organisation and Partner Housing; and subsequent notification of DFAT.



Disclaimer

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Revisions

Q230101-A3.1-A3.2-A3.3 Training-1 Child Protection 1 January 2023
General revision to align with DFAT requirements