

POLICIES AND PROCEDURES MANUAL

POLICY TITLE:

Child Protection Policy

POLICY NUMBER:

HR-112.01

EFFECTIVE DATE:

April 15, 2013

REVISION DATE:

N/A

Purpose:

The purpose of this policy is to ensure that the actions of ICRW staff or any individuals working on behalf of ICRW are transparent and that safeguards are in place to ensure the well being of children -- that children are protected from all forms of physical or mental violence, neglect, maltreatment, or exploitations, including sexual abuse. (UN Convention on the Rights of the Child (1989, Article 19).

Scope:

This policy applies to all ICRW staff (Washington, DC Headquarters Office, Asia Regional Office, East Africa Regional Office, and other field offices); individuals working on behalf of ICRW (i.e., consultants, interns, fellows, board members, subcontractors/subgrantees, etc.) and during all ICRW programs and/or activities.

Policy:

This policy operates under the following principles:

1. The welfare of a child always comes first.
2. The rights, wishes and feelings of children and their families will be listened to and respected.
3. Individuals will work in accordance with the interest of children, will follow the Child Protection Policy, and will sign the Child Protection Code of Conduct.

Children's Right to Protection

A child has the right to protection from abuse during any ICRW or ICRW partner related programs or activities.

This includes protection from:

- Exploitation
- Inhumane treatment
- Neglect
- Gender discrimination
- Religious/cast discrimination
- Physical abuse
- Sexual abuse
- Verbal abuse
- Emotional and psychological abuse
- Corporal punishment

ICRW will meet our commitment to protect children from abuse through the following means:

- Take seriously any concerns raised
- Take positive steps to ensure the protection of children who are the subject of any concerns
- Support children, staff or other adults who raise concerns or who are the subject of concerns

- Act appropriately and effectively in instigating or cooperating with any subsequent process of investigation
- Guide individuals through the child protection process by the principle of 'best interests of the child'
- Listen to and takes seriously the views and wishes of children
- Work in partnership with parents, caregivers, or other professionals to ensure the protection of children

How ICRW will ensure our commitments are met

- All ICRW staff and individuals working with children on behalf of ICRW, will sign and abide by the attached Child Protection Code of Conduct.
- All staff and individuals working on behalf of ICRW will have access to a copy of the Child Protection Policy.
- All current ICRW staff will receive training on ICRW's Child Protection Policy, and all new staff will receive the training as part of the New Employee Orientation process.
- Additional training, learning opportunities and support will be provided to ICRW staff, and individuals working with children on behalf of ICRW, as appropriate to ensure commitments are met.

ICRW's Institutional Review Board and research involving children:

ICRW's Institutional Review Board (IRB) provides stringent assessment of each affiliated research project to assure that the rights, safety, and dignity of human research subjects are adequately protected. The IRB reviews and approves all research investigations involving human subjects that are conducted, sponsored by, or under the supervision of ICRW's employees, agents, or sub-grantees (*The Mission, Policies and Procedures of the Institutional Review Board*). The IRB was granted a Federalwide Assurance on August 10, 2007, which is identified by #FWA00011878. This Assurance guarantees the IRB's compliance with U.S. Code of Federal Regulations, [45 CFR Part 46 \(45CFR46\) which governs the protection of human research subjects](#). Children are considered a vulnerable research population and, as such, require additional protections when they are potential research subjects. 45CFR46, Subparts D, *Additional Protections for Children Involved as Subjects in Research* codify safeguards for children as research subjects and requires IRB review in accord with the provisions of Subparts D.