

Child Protection Policy

The UBS Optimus Foundation is committed to the welfare of children around the world. It promotes and respects the standards of the Convention on the Rights of the Child (1989) which outlines the fundamental rights of children, within its sphere of influence. It also expects its contractual partners to adhere to those standards, to undertake everything possible to prevent child maltreatment and to respond and report if maltreatment would occur.

Definitions

Child maltreatment, sometimes referred to as child abuse and neglect, includes all forms of physical and emotional ill-treatment, sexual abuse, neglect, and exploitation that results in actual or potential harm to the child's health, development or dignity (WHO definition). Within this broad definition, five subtypes can be distinguished:

- **Sexual abuse** means the actual or threatened physical intrusion of a sexual nature whether by force or under unequal or coercive conditions.
- **Sexual exploitation** means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, sexually or politically from the sexual exploitation of another.
- **Physical injury** means actual or likely physical injury to any child or a failure to prevent physical injury or suffering.
- **Neglect** means the persistent or severe neglect of a child or the failure to protect a child from exposure to any kind of danger including cold or starvation, failure to carry out important aspects of care resulting in the impairment of the child's health or development including non-organic failure to thrive.
- **Emotional abuse** means the actual or likely severe adverse effect on the emotional and behavioral development of a child caused by persistent or severe emotional ill-treatment or rejection. All abuses involve emotional ill-treatment.

Implementation

Whilst adhering to above mentioned standards, the Recipient's commitment to child protection can be summarized as follows:

- **Prevention:** awareness of child maltreatment; in order to decrease possible risks to children, the Recipient implements a Child Protection Policy.
- **Protection:** risk assessments are carried out for all positions with children contact both for employees and for any other person intervening on the project on behalf of the Recipient; awareness of possible child maltreatment is promoted.
- **Reporting:** concerns are raised; suspicions, allegations, disclosures are reported; child maltreatment is witnessed internally and externally and reported to relevant competent authorities.

Code of Conduct

The Recipient shall implement a Code of Conduct that describes the appropriate behavior with children, so that any person intervening on the project on behalf of the Recipient is clear about her roles and responsibilities regarding child maltreatment, their safety and welfare. It further has to outline action that will be undertaken by the Recipient in case such a person should commit child maltreatment.

The Code of Conduct must be endorsed by the Recipient's senior management and be adequately circulated within the organization. The Recipient shall ensure that any person intervening on the Project (employees, volunteers, consultants, visitors, etc.) is informed about the Child Protection Policy and the Code of Conduct and that such person's signature indicating acknowledgement and agreement to comply with both has been obtained .

The Code of Conduct should cover at least the following mandatory rules:

- There is training and awareness-raising for all staff and volunteers on child protection when they join the organization which includes an introduction to the organization's child protection policy and procedures.

- There are guidelines for care of children or young people, or relating to appropriate or inappropriate touching, specifically for teachers and medical staff.
- Adults may not be alone when having contacts with a child. Wherever the 'two adult rule' cannot be applied, a suitable alternative must be arranged.
- Not to use language or act in a way that is physically or sexually provocative and inappropriate.
- Not to act for children when they are capable of doing something personal themselves.
- Not to shame, humiliate, belittle or degrade children or engage in any form of emotional abuse.
- Disrespectful, abusive, exploitative and discriminatory behavior is actively discouraged and measures are taken to deal with such incidents.
- There is a well-publicized 'whistle-blowing' policy to promote the disclosure by a staff member relating to confidential information on unacceptable behavior by another member of staff or external contacts.
- Not to take images of children (photos, video etc) which are detrimental and undermine the child's dignity.
- Necessity to recognize situations that present risks to children and staff and manage them effectively.
- The organization has a staff code of proper behavior that regulates staff behavior towards children with a process for dealing with complaints.
- Promotion of a culture of openness, where concerns can be raised and discussed.

Recruitment and selection

The Recipient is aware of the importance of careful screening the candidature of future employees or other persons wanting to intervene on the project in order to mitigate the risk of child maltreatment. The Recipient will undertake all measures deemed necessary and/or corresponding to best practice in order to evaluate a candidature. Candidates have to be informed about the Recipient's policies regarding child maltreatment, safety and welfare.

Raising and reporting concerns

Employees and other persons intervening on the project have to report any breach of the Code of Conduct/ Child Protection Policy or suspicion of child maltreatment to a manager or person in a position to receive such a report. The Recipient commits to respond always to such reports in a timely, appropriate and effective manner and in a way that ensures that the safety and protection of children are paramount.

The Recipient must also offer to children the possibility to report any concerns directly and must inform the children about this.

Sanctions

The implementation of the Child Protection Policy by the Recipient, its employees and any other person intervening on the project on behalf of the Recipient will be monitored by the Foundation via a check list. The Foundation reserves the right to terminate its collaboration with the Recipient immediately if the Recipient does not take sufficient action to protect children from child maltreatment or if the Recipient does not provide sufficient information in the event of a suspicious incident.