

Yanapuma Foundation – GAP-Ecuador Program

Child Protection Policy

Introduction

Yanapuma Foundation is committed to ensuring that child abuse, in any form, will not be tolerated.

Terms and Definitions

- The term “child” refers to every person below the age of eighteen years old.
- The term “child abuse” refers to physical, mental or emotional harm or neglect, including sexual abuse, deliberately caused to a person under 18 years old.
- The Yanapuma Child Protection Policy is a statement of intent intended to demonstrate our commitment to protecting children from harm. This document clearly defines policies required to protect all children involved in Yanapuma volunteer programs, partner organizations, or participating in any functions related to Yanapuma. This policy will be provided to all Yanapuma volunteers, staff and project placements, and volunteers will sign to confirm that they have read and clearly understand the terms of this document.

Statement of Commitment

In the process of assisting developing communities through providing international volunteers to local organizations, the priority of Yanapuma is to ensure the safety and protection of the children and people they are working with. Yanapuma is committed to ensuring that the children are not exposed to abuse, exploitation, violence or neglect.

The Best Interests of the Child

In volunteer projects, all decisions and actions concerning a child will be in the best interest of the child. It will be the policy of Yanapuma that actions or decisions regarding any child or group of children will aim to provide a positive impact, outweighing any negative impact.

The guidelines in the Yanapuma Child Protection Policy aim to protect both the child from abuse and volunteers, staff and associates from false accusations.

In pursuance of its Child Protection Policy it is the intention of Yanapuma to:

- Respect the rights and dignity of the children, families and communities with whom Yanapuma works, and always act according to the best interest of children.
- Demonstrate commitment to actively preventing child abuse as defined above.
- Take positive action to prevent the involvement of child abusers with Yanapuma and its associated projects, and to enforce stringent measures against any staff member, volunteer or associate of Yanapuma who commits child abuse.

Policy Application

This policy applies to all local associates, office and field staff, and volunteers of Yanapuma.

Yanapuma has appointed a representative to be responsible for ensuring that the Yanapuma Child Protection Policy is distributed and understood by all associates of Yanapuma and the program.

Yanapuma will ensure that each of our partner organizations and placements in which Yanapuma volunteers work receive a copy in Spanish of our Child Protection Policy, and that it is understood and implemented by placement staff.

Yanapuma's volunteer coordinators are responsible for advising and informing all local staff and placement staff of the Yanapuma Child Protection Policy and are responsible for the effective implementation of this policy in the projects and communities to which we send volunteers.

All Yanapuma volunteers shall receive a copy of the Yanapuma Child Protection Policy during their program orientation and shall acknowledge their receipt of this, and their responsibilities under the policy by signing the register.

Prevention of Bullying

Yanapuma is conscious that another source of abuse and maltreatment of children can be other children themselves. Thus, staff, volunteers, interns and local project staff are obligated to take all necessary measures to prevent bullying from taking place. Instances of bullying must be reported to supervisors, coordinators or senior staff, and those staff are obligated to act to remedy the situation.

Staff and Volunteer Recruitment, Screening and Orientation

- All Yanapuma staff and volunteers will read, understand and uphold the Yanapuma Child Protection Policy.
- Yanapuma will require all volunteers to affirm that they have no criminal background or circumstances that make them a risk for working with children.
- Yanapuma may request that volunteers provide a criminal background check to local staff during orientation before they can begin volunteering on the program.
- Yanapuma reserves the right to terminate a volunteer's program if a criminal background check or reference check reveals that the volunteer is not suitable to work with children.
- Yanapuma's volunteer coordinators will ensure that all new volunteers acknowledge their receipt and understanding of the policy in writing, with signed copies of their acknowledgement kept on file.

Code of Conduct for Working with Children for Yanapuma Volunteers and Staff

This Code of Conduct for Working with Children provides guidelines deemed to be appropriate and proper behavior for Yanapuma volunteers when interacting with children. These guidelines are primarily designed to protect children, but are also intended to protect volunteers and staff from false accusations of inappropriate behavior or abusive conduct.

- No child can be taken outside of the placement site, without first notifying and making suitable arrangements with the local project staff.
- No child can be taken to a staff member's or volunteer's home, homestay, guesthouse, hotel or other accommodation.
- Yanapuma volunteers are not permitted to take any child to a café or restaurant or buy them food, unless suitable arrangement and permission has been granted by the local project staff.

- Yanapuma volunteers should not act in ways intended to embarrass, humiliate, belittle or shame any child or engage in any form of emotional abuse.
- Yanapuma volunteers must at all times display appropriate language, actions and relationships with children.
- Yanapuma volunteers and staff are not permitted to share a bed or room with any child while participating on a Yanapuma program.
- Yanapuma volunteers and staff may not buy gifts for individual children without prior approval from the local project staff.
- Photography and video recording of children is only permitted with permission from the local project staff and photographs and videos should not be taken in a way that is intended to exploit the children.
- Yanapuma staff and volunteers must take great care when interacting physically with children. No physical contact should be made that is not strictly necessary or appropriate to the situation at hand, or that can be misinterpreted as being sexual in any way.
- Yanapuma staff and volunteers must not exert inappropriate physical force when dealing with children. This includes holding, pushing, hitting, slapping or any other action that could cause fear, intimidation or distress.
- Yanapuma staff and volunteers must not discriminate against, treat differently or preferentially, or favor particular children to the exclusion of others in the group.
- Yanapuma staff and volunteers are responsible for their actions and reactions to children at all times. The adult is always considered responsible for his or her actions regardless of how a child may behave towards them.
- Where possible and practical, Yanapuma staff and volunteers should try to ensure that there is always a second adult present for any interactions that take place between themselves and the children.
- Inappropriate conduct toward children, including failure to follow the behavior standards stated above, is grounds for removal from the Yanapuma program and/or police notification and legal action.
- This list is not exhaustive or exclusive. The principle is that at all times volunteers and staff should avoid actions or behavior which may be misconstrued, or constitute poor practice or potentially abusive behavior.

I have read the complete Yanapuma Child Protection Policy. I fully understand and agree to follow all procedures contained within. If at any time I fail to follow the guidelines set forth by the Yanapuma Child Protection Policy, I understand that my volunteer program may be terminated by Yanapuma and appropriate action will be taken.