



CAMPAIGN AGAINST CHILD LABOUR

CHILD SAFEGUARDING POLICY

<https://caclindia.org>
cacl.centrasec@gmail.com

CONTENTS.

1.CONTEXT

2.OBJECTIVE

3.SCOPE

4.DEFINITIONS

5.PREVENTION

6.RISK ASSESSMENT

7.CODE OF CONDUCT

8.CHILD SAFEGUARDING COMMITTEE

9.ANNEXURES

1. CONTEXT

The protection of children from all forms of violence is a fundamental right incorporated in the Constitution of India in Articles 21, 23, 24 and 39. India is also committed to child protection standards laid down in the UN Convention on the Rights of the Child and the SDG goal 16.2, which strives to end all forms of violence against children by 2030.

Children in India are protected through various laws, policies and programs. Key among these that recognize and promote children's right to protection and participation are the Juvenile Justice (Care and Protection of Children) Act, 2015, Protection of Children from Sexual Offences Act, 2012, Child and Adolescent Labour (Prohibition and Regulation) Act, 1986, Prohibition of Child Marriage Act, 2006, Immoral Traffic (Prevention) Act, 1956 and various other Special and Local Laws and provisions in the criminal law statutes.

Globally, one billion children experience some form of Emotional, Physical or Sexual violence every year; and one child dies as a result of violence every five minutes. Violence against children often remains hidden and socially condoned.

Child protection is the responsibility of all individuals and organizations. Organizations, networks and campaigns engaging with children are bound by the international and national legal framework and must provide additional support by adopting necessary safeguarding measures

2. OBJECTIVE

The Campaign Against Child Labour (CACL) is a national level network / campaign of different organizations that have joined hands to raise the issue of child labour in India and actively intervene where children's rights are being violated. In order to achieve its objectives, the network works at the field level through its various member organizations. While the different member organizations vary in focus, structure and internal organization and nature of programs conducted, by and large they subscribe to the common vision of CACL. They participate in its programs and carry forward the message of CACL in their own focus areas. It should be noted that CACL is not registered as an independent entity. Over the years, through a learning process, the network has evolved its own management structure.

CACL does not tolerate any form of violence, abuse, exploitation, discrimination and neglect or harm carried out towards children. The objective of this child safeguarding policy is to ensure that all children, below the age of 18 years, irrespective of their personal, social, economic, and geographical identities, must be protected from all forms of violence, abuse, exploitation, discrimination and neglect. It will further ensure that there are procedures in place to protect children from intended or unintended actions that put them at risk of abuse, exploitation, discrimination, or neglect.

CACL recognizes that it is not a registered entity, hence the obligations that a registered entity is bound to comply with do not apply to it. It is also noted that many CACL member organizations may have their own child safeguarding policies which they are using for ensuring the safety of children in their own areas, but CACL and its member organizations also engage regularly with children in different kinds of activities under the banner of CACL, which may put children and individual/member organizations at risk. Hence, it becomes important for CACL to have a child safeguarding policy of its own. Children participate in following activities organized by CACL:

- 1) Research/fact finding – Focus Group Discussions, one-to-one interviews, surveys, video documentation and photos.
- 2) Events and awareness- awareness drives, street plays, district, state and national consultations and dialogue.
- 3) Publications- photos, videos, handouts, brochures, case studies and reports.
- 4) Rescue and rehabilitation- reporting, rescue operations, post-rescue rehabilitation of children, photos, videos and documentation

5) Interface / Meetings with stakeholders- government/non-government, international organizations, corporates

6) Media engagement- press conferences, audio-visual interviews, coverage of events and news related to child labour.

3. SCOPE

All partners and individuals (internal and external) who come in contact with CACL and children through or during its activities shall be made aware of this policy and are expected to abide by its provisions as well as incorporate those in their own organizational policies.

3.1 Internal

This policy is binding to CACL Conveners at National, State and District level, all the members of National Coordination Committee (elected and nominated), all members of State Coordination Committees (elected and nominated), all members of District Coordination Committees (elected and nominated) and members (organizations and individuals) of CACL.

3.2 External

The provisions of this policy must be incorporated in all contractual agreements with external partners (government and non-governmental), companies, contractors and vendors, consultants, interns, volunteers, media and other professionals working on behalf of CACL and/or through a member organization of CACL.

4. DEFINITIONS

Forms of Violence:

1. Physical violence is the actual or potential physical harm to a child or the failure to prevent the child from physical harm. This includes hitting, kicking, scratching, shaking, throwing, burning, scalding, drowning, or suffocating a child. It also includes forcing children to adopt uncomfortable postures or deliberately exposing them to illness.

2. Sexual violence includes the coercion or manipulation of a child to take part in sexual acts, regardless of whether the child understands the nature of these acts or appears to consent to them. This encompasses all forms of sexual acts, such as boundary-violating or abusive touching, sexual harassment, rape, intercourse, and similar behaviours.

Sexual violence also includes non-contact forms of abuse, such as the use of sexualized language, prolonged or intrusive staring at children, exposing them to pornographic material, watching sexual acts together, or manipulating children into engaging in sexualized behaviour.

3. Emotional or psychological abuse includes persistent or severe verbal assaults, humiliation, harassment, or rejection of children. "The intentional use of physical force or power, against oneself, another person, or against a group or community, that either results in or has a high likelihood of resulting in injury, death, psychological harm, maldevelopment, or deprivation." Emotional abuse also encompasses expectations placed on a child that are inappropriate for their age or developmental stage. It includes actions that deliberately induce fear, anxiety, or feelings of guilt. Harmful traditional practices cause not only violent physical harm and lifelong health consequences, but also lead to significant psychological trauma.

4. Exploitation describes the commercial or other use of the child through activities that the child performs for the benefit of a third party and which impair their physical or mental wellbeing. These activities include forced labour and trafficking, involvement in criminal acts, being forced to provide services such as begging, sexual exploitation of children, as well as any form of work that constitutes economic exploitation.

5. Neglect is the persistent failure to meet a child's basic physical or psychological needs. This includes the absence of emotional support and affection, abandonment, or the failure to protect a child from harm. Neglect also includes inadequate supervision and denial of essential medical care and education, despite the caregivers having the resources and knowledge to provide them.

6. Digital violence describes various forms of violence against children committed through digital media and communication technologies such as social media, web-cams, chat rooms, or artificial intelligence. Perpetrators use these tools to exploit, harass, insult, or shame children sexually or economically.

Different forms of violence often occur simultaneously and may vary depending on factors such as sex, gender identity and sexual orientation, ethnic background, and physical or cognitive disabilities. Children may also be subjected to harmful traditional practices that cause not only violent physical harm and lifelong health consequences, but also lead to significant psychological trauma.

While perpetrators are most often adults, children themselves may also engage in acts of violence - either consciously or unconsciously.

7.Discrimination refers to any distinction, exclusion, restriction, preference, or unequal treatment of a child that has the purpose or effect of impairing, denying, or limiting the child's rights, dignity, participation, development, protection, or access to opportunities and services. Discrimination may occur on the basis of age, sex, gender, gender identity, sexual orientation, disability, caste, class, religion, ethnicity, language, nationality, socio-economic status, migration status, family background, health condition, or any other personal or social identity.

5. PREVENTION

CACL believes that preventing harm is the most effective way to safeguard children. All individuals and organisations associated with CACL have a shared responsibility to create and maintain safe, inclusive, and child-friendly environments where children are protected from violence, abuse, exploitation, neglect, and discrimination. CACL is committed to adopting preventive measures that minimize risks to children, promote awareness on child safeguarding, and ensure that safeguarding considerations are integrated into the planning and implementation of all activities conducted under its banner.

- Due diligence by members of CACL
- Safe recruitment of salaried staff at national/state level specifically for CACL
- Due diligence in selection of venues for organising events
- Ensure safety of children during travel
- Regular awareness generation and capacity building of CACL members/volunteers
- Educating children on child safeguarding
- Risk Assessment
- Consent forms

6. RISK ASSESSMENT

CACL believes that at the heart of good child protection work is risk identification, risk assessment and risk management. This implies:

- Shared multi-agency definition of risk
- Understanding the nature of activities
- Key actors and participants in the activities
- Fixed responsibilities and accountability for decisions
- Collection of evidence for underpinning decisions
- Following procedures

Risk assessments play a key role in balancing risks and protective factors. Therefore, risk assessment will be intended to assist CACL and its Member Organizations to consider

prepare for, and protect children from any potential physical, social, or emotional harm that may arise due to an activity undertaken by CACL and the Member organization.

Undertaking risk assessments is a significant element of CACL and its Member Organizations and staff engaging with children through its activities, beginning at planning an initiative and continuing until the intervention is completed. CACL and its Member Organizations must assess harm, and risk of harm to a child, and safety for a child, during each contact/intervention with the child and family.

This assessment should be completed prior to engaging in any activities that include significant participation of children and youth, including but not limited to:

1. One-time or stand-alone processes such as including children and youth in assessments, focus group discussions, research, awareness programs, outreach and other forms of online and offline campaigns.
2. On-going activities that promote participation and empowerment of children and youth such as children/youth groups, clubs, forums, child/youth parliaments, advocacy initiatives, (In this case, risk assessments should be conducted periodically)

throughout the course of implementation, with the frequency of assessment based on the level of risk and instability in the context).

To ensure that risk assessment is not reduced to a flawed process, it shall remain an evolving and ongoing exercise, subject to evaluation from time to time in order to enhance the efficacy of risk assessment.

7. CODE OF CONDUCT

Do's

- Adhere to the guidance in the Child Safeguarding Policy on Taking and Using Visual Images and Using Personal Information of Children as given below:
- Images and videos are respectful and do not affect the dignity and privacy of children negatively.
- Children are portrayed as multi-faceted individuals with a diverse range of potentials.
- Reducing children to a victim or other stereotypical role is avoided.
- Use of the images does not put the child at risk of being identified or located.

·Before creating media or publicity content, all the affected children are informed in an easy-to-understand way of its intended purpose and use.

·Pseudonyms are always used for children unless stating the child's name is in that child's best interest and consent has been obtained from the child and his or her parent(s) or guardian(s).

·The use of pictures saved in CACL's database is also based on the standards described above, namely that publication must always conform to child protection principles and standards [even if a subsequent declaration of consent can no longer be obtained from the concerned child or her/his parent(s)/guardian(s)].

·Before creating media or publicity content, all the affected children are informed in an easy-to-understand way of its intended purpose and use.

- **Ethical Reporting:** Information, testimonies, and experiences shared by children shall be documented and reported accurately, respectfully, and without sensationalizing or exploiting their circumstances.
- **No Staging or Misrepresentation:** Children shall not be asked to re-enact, exaggerate, or fabricate experiences for the purpose of photography, videography, media coverage, research, or advocacy.

- **Avoiding Re-traumatization:** Children shall not be repeatedly questioned about traumatic experiences unless necessary. Any interaction involving sensitive issues should be conducted in a child-friendly manner that minimizes emotional distress.
- **Privacy and Confidentiality:** Personal information, photographs, videos, and case details of children shall be collected, stored, and shared only with appropriate consent and safeguards to protect the child's identity, dignity, and safety.
- **Presence of a Trusted Adult:** Wherever appropriate and in the best interests of the child, interactions with children should take place in the presence of a parent, guardian, caregiver, teacher, or another trusted adult.
- **Responsible Imagery:** Images and audio-visual content involving children shall portray them with dignity and respect and shall not expose them to stigma, discrimination, or harm.
- **Accurate Context:** Children's views, experiences, and stories shall be represented truthfully and in their proper context, ensuring that their voices are not distorted or misrepresented.

- **Media Engagement:** Any interaction between children and media personnel shall be conducted in a child-sensitive manner, with informed consent and appropriate safeguards to protect the child's rights, privacy, and well-being.

Don'ts

·Do not ask for or accept personal contact details or invitations to share personal contact details from any child (this includes email, phone numbers, social media contacts, address, webcam, skype, etc.),

·Do not upload the images of children associated with CACL on non CACL social media pages without the full and explicit consent of CACL National Convener/State Conveners/NCC members

·No live streaming or social media story and Status upload of the children through any social media app during the CACL Programs/event by persons other than the organizers of the programs.

·No Pictures must be uploaded/shared of children, without slippers, shoes or clothes.

·Avoid posting pictures of children (especially in revealing settings)

- Photos of rescued children cannot be shared/uploaded at any social media platform without protecting their identity
- Visitors should not be allowed to give any gifts to children
- No visitor should be allowed to interact with children without necessary permission from the person authorized in this regard.

8. CHILD SAFEGUARDING COMMITTEE

Child Safeguarding Committees (CSCs) will be established both at country and state level. There will be five members in these committees out of which at least two shall be women and one member shall be an external member having expertise in gender and child rights. The Committee will select one member among themselves as its Chairperson for a period of one year, on a rotational basis.

The role of these committees will be to support and supervise the implementation of this policy. They will create/collect material on child safeguarding, raise awareness among all member organizations covered under CS policy of CACL, organise regular capacity

- building sessions and stock taking of the situation from the CACL states at regular intervals and report it to NCC every six months.
- CS Committees will appoint a Child Safeguarding Focal Person among them, who shall be responsible for receiving any report or complaint of violation of this policy and referral of such reports and complaints to the CS Committee.
- CS Committees will also be responsible for inquiring into any reports or complaints regarding violation of this policy.
- The name, email address and phone numbers of members of CS Committees shall be displayed in all public events organised by CACL or under the banner of CACL.
- Every CS Committee shall meet periodically to plan awareness and capacity building programmes, ensure all CACL member organisations have a strong CS Policy, brainstorm on critical concerns and emerging issues, update themselves with legal and policy developments, set standards of safe guarding and decide on such other measures as may be required to strengthen the implementation of this policy.

Every CS Committee shall maintain minutes of their meetings and maintain records pertaining to inquiries undertaken on their referral , in keeping with the principle of privacy and confidentiality of children as well as children's best interests.

Child Safeguarding Focal person

- He/she must be a member of the NCC/State Committees of CACL. His/her responsibilities will be to
 - Function as the key point person to receive reports of violations of this policy
 - Carry out a preliminary assessment into the veracity of a complaint before escalating it to the CS Committee

The name, email address and phone numbers of CS Focal Person shall be shared with CACL members/volunteers, children and their communities and displayed in all public events organised by CACL or under the banner of CACL.

9. ANNEXURES

a) Due Diligence

Due Diligence format for Partner Organisation

1 . Contact details		
a)	Organisation Name	
b)	Acronym if any	
c)	Area of focus	
d)	Geographical presence of your organisation	
e)	Establishment date	
f)	Organisation Address, with phone number and Email	
g)	No. of Offices: Mention Location	
h)	Contact person	
i)	Contact person's Designation	
j)	Contact person's Mobile number	
k)	Website URL	
l)	Date of submitting the information	
2. About organisation		
A	Brief Profile of the organisation (not more than 100-150 words)	

2. About organisation			
A.	Brief Profile of the organisation (not more than 100-150 words)		
6 Organisational Policies promoting Child Safe guarding (please provide soft copies)			
a)	Does your organisation have a Child Safeguarding Policy	Yes	No

b)	What are the other organisational policies and measures that support the implementation of Child Safeguarding Policy		
c)	Any further support required to strengthen child safeguarding	Yes	No
	i) Developing / Improving Child Safeguarding Policy		
	ii) Capacity Building		
7	Is there any legal case against the organisation and/or its office bearers in last 5 years?		
	If yes (give details)		
To be signed by the focal person responsible for this eligibility application.		Name : Signature: Designation: Date:	

Annexures to be enclosed (send scan copy as attachment, name the copy relevantly)	
---	--

b) . Consent Form

I,

.....
.....(FullName)
.....

.....
(Address).....

declare that I agree to comply with the Safeguarding Policy created by Campaign Against Child Labour (CACL).

I have no criminal record of any kind.

I fully agree with the rules and guidelines created for the prevention of any violations of the Safeguarding Policy by Campaign Against Child Labour (CACL). The organization reserves the right to take firm action if any legal violation is detected at the organization's workplace.

Name:

Address:

Date:

Signature

Child protection and safeguarding are crucial for ensuring the well-being and safety of children. Here are some key measures for prevention:

Prevention Measures

1. **Awareness and Education:** Educate children, parents, and caregivers about child protection and safeguarding.
2. **Safe Environment:** Create a safe and supportive environment for children, free from abuse and exploitation.
3. **Reporting Mechanisms:** Establish reporting mechanisms for suspected child abuse or neglect.
4. **Support Services:** Provide support services for children who have experienced abuse or neglect.
5. **Community Engagement:** Engage with the community to promote child protection and safeguarding.

Safeguarding Strategies

1. **Risk Assessment:** Identify potential risks and take steps to mitigate them.
2. **Code of Conduct:** Establish a code of conduct for adults working with children.
3. **Background Checks:** Conduct background checks on adults working with children.
4. **Supervision:** Ensure adequate supervision of children, especially in vulnerable situations.
5. **Training and Capacity Building:** Provide training and capacity building for adults working with children.

Key Stakeholders

1. **Parents and Caregivers:** Play a crucial role in protecting and safeguarding children.
2. **Educators and Care Providers:** Have a responsibility to create a safe and supportive environment for children.
3. **Community Leaders:** Can promote child protection and safeguarding initiatives.
4. **Government Agencies:** Responsible for developing and implementing policies and laws to protect children.

Resources

1. **Child Protection Agencies:** Organizations that provide support services for children who have experienced abuse or neglect.
2. **Hotlines and Helplines:** Provide immediate support and guidance for children and adults.
3. **Online Resources:** Websites and online platforms that provide information and resources on child protection and safeguarding.

By working together, we can create a safer and more supportive environment for children to thrive.

When working with children, it's essential to obtain informed consent from their parents or guardians, rather than the children themselves. However, depending on the context and age of the child, you might also want to involve them in the process and ensure they understand what's happening.

Key Considerations:

1. Parental Consent: Obtain informed consent from parents or guardians before engaging with children.
2. Child's Assent: Depending on the child's age and maturity, consider obtaining their assent or agreement to participate.
3. Clear Communication: Ensure that both parents/guardians and children understand the purpose, risks, and benefits of the activity or program.

Consent Form Content:

1. Purpose: Clearly state the purpose of the activity or program.
2. Risks and Benefits: Outline potential risks and benefits associated with participation.
3. Confidentiality: Explain how confidentiality will be maintained.
4. Right to Withdraw: Inform parents/guardians and children of their right to withdraw from the activity or program at any time.

Age-Specific Considerations:

1. Young Children (under 7): Obtain parental consent and use simple, child-friendly language to explain the activity.
2. Older Children (7-12): Obtain parental consent and consider obtaining the child's assent, using age-appropriate language.
3. Adolescents (13+): Obtain parental consent and involve the adolescent in the decision-making process, respecting their growing autonomy.

Best Practices:

1. Use Clear Language: Avoid using complex or technical jargon.
 2. Be Transparent: Provide accurate and honest information.
 3. Respect Boundaries: Ensure that children's boundaries and consent are respected.
- By prioritizing informed consent and child-centered approaches, you can create a safer and more supportive environment for children to thrive.

Creating awareness about child safeguarding is crucial for preventing abuse and ensuring children's safety. Here are some key points to consider:

For Children:

1. Body Autonomy: Teach children about their right to say "no" and respect their bodily autonomy.
2. Safe and Unsafe Touch: Educate children about appropriate and inappropriate touch.
3. Trusted Adults: Identify trusted adults who children can approach if they need help or support.
4. Online Safety: Teach children about online risks, cyber bullying, and how to stay safe online.
5. Stranger Danger: Educate children about stranger danger and how to stay safe in public.

For Adults:

1. Recognizing Signs of Abuse: Educate adults on recognizing signs of physical, emotional, and sexual abuse.
2. Responding to Disclosures: Teach adults how to respond appropriately if a child discloses abuse.
3. Creating a Safe Environment: Educate adults on how to create a safe and supportive environment for children.
4. Boundary Setting: Teach adults about professional boundaries and how to maintain them.
5. Reporting Procedures: Educate adults on reporting procedures for suspected child abuse or neglect.

Awareness Strategies:

1. Workshops and Training: Organize workshops and training sessions for children, parents, and caregivers.
2. Posters and Campaigns: Use posters, social media campaigns, and other visual materials to raise awareness.
3. Community Engagement: Engage with local communities to promote child safeguarding initiatives.
4. School Programs: Integrate child safeguarding education into school curricula.
5. Parent-Child Communication: Encourage open communication between parents and children about child safeguarding.

Key Messages:

1. Child Safety is Everyone's Responsibility: Emphasize that child safeguarding is a collective responsibility.
2. Abuse Can Happen to Anyone: Raise awareness that child abuse can happen to any child, regardless of background or circumstances.
3. Reporting is Crucial: Encourage adults to report suspected child abuse or neglect.

By creating awareness about child safeguarding, we can empower children and adults to prevent abuse and ensure children's safety and well-being.

RISK ASSESSMENT

In the overall, a risk assessment should look at the following:

Age, gender and disability specific risk assessments

For example,

- Risk assessment for having combined programmes for girls and boys
- Risk assessment for programmes with children with disability
- Risk assessment for programmes involving both children and adults in the same group

Infrastructure related risk assessments

For example,

- Programme Venue and logistics of Activities to be carried out
- Boarding and Lodging for residential programmes
- Technology related risk assessments if children are required to use mobiles and internet for some activity

Content related risk assessment

For example,

- Age-appropriateness of content
- Cultural sensitivity of content
- Contextual relevance
- Human rights based messaging

Group dynamics risk assessment

For example,

- Determining the number of groups needed
- Ideal size of a group for different kinds of programmes/activities
- Determining the focus group composition
- Socio-cultural profile of the group
 - § Social Class
 - § Cultural Differences
 - § Age
 - § Sex
 - § Gender Identity
 - § Disability

Determining the duration of group activities

- Determining the group setting
- The setting should provide privacy for the children/youth.
- Select a comfortable location for group activities
- Select non-threatening environments
- Select a location that is easily accessible to children/youth
- If possible, select a group environment in which an observer can be present without disrupting the group
- Determining the group arrangement
- Avoid designating status in the group arrangement, unless necessary for fixing responsibilities.
- Make it possible for the volunteers and staff to have good contact with each other and with children/youth.

Activity related risk assessment

For example,

- Suitability of outdoor and indoor locations
- Safe location (keeping in mind natural disasters and other emergency situations)
- Care of equipment and tools needed for conducting an activity and fixing of responsibility
- Risk assessments in children/youth engaging with community for purposes of research / campaigns
- Risk assessments when an activity requires children to stay in contact with the organisation staff/volunteers beyond the official activity hours

Risk assessment when children are expected to perform before an audience or take part in cultural programmes or games and competitions.

- Risk assessments when children are to be photographed or participate in a documentary or film.

The safety, well-being, participation, and best interests of every child shall remain at the heart of all actions undertaken in the name of CACL.





CAMPAIGN AGAINST CHILD LABOUR

NATIONAL SECRETARIAT

**Dr A V Baliga Memorial Trust, Patriot House,
Bahadur Shah Zafar Marg, Delhi - 110002**

<https://caclindia.org>

cacl.centrasec@gmail.com