



Associazione InCo – Molfetta APS

Piazza Municipio snc – 70056 Molfetta - Italia

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Child Protection Policy

Associazione InCo – Molfetta APS

1. Introduction

Associazione InCo – Molfetta APS is committed to ensuring a "do no harm" approach in all its activities, adhering to the responsibilities set out in the **United Nations Convention on the Rights of the Child (UNCRC)** and the **Council of Europe Convention on the Protection of Children against Sexual Exploitation and Sexual Abuse (Lanzarote Convention)**. This policy is developed in line with the "Child Safeguarding Standards and How to Implement Them" by **Keeping Children Safe (KCS)** and follows the principles of the **EU Strategy on the Rights of the Child**. It also complies with **Italian national laws**, including **Legge 172/2012** (implementing the Lanzarote Convention) and **Legislative Decree No. 101/2018** (GDPR in Italy).

2. Principles

This policy is based on the following fundamental principles:

- **All children have equal rights** to protection from harm.
- **Everyone has a responsibility** to support child protection.
- **The organization has a duty of care** to children it works with or affects through its programs.
- **All actions prioritize the best interests of the child.**
- **Compliance with Italian legal obligations** regarding child protection, including mandatory reporting laws.

3. Scope and Application

This policy applies to all **staff, volunteers, contractors, and partners** of Associazione InCo – Molfetta APS who interact directly or indirectly with children. It outlines mandatory practices to ensure child safety in all organizational activities and partnerships.

4. Safeguarding Measures

a) Informed Consent

- Participants, their families, and the minors themselves will be informed of the project's purpose and activities before involvement.
- Additional information will be provided if distress occurs during participation.



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- Written consent must be obtained from both the minor and their parent/legal guardian before participation.

b) Voluntary Participation

- Children and families have the right to withdraw from activities at any time.
- No explanations are required for withdrawal.

c) Do No Harm

- Activities must avoid **physical, emotional, and psychological harm** (e.g., stress, anxiety, invasion of privacy).
- All staff must adhere to **professional boundaries** when interacting with children.
- Any suspected abuse or neglect must be reported as per **Article 331 of the Italian Code of Criminal Procedure**, which mandates reporting to judicial authorities.

d) Data Protection & Privacy

- The policy follows the **EU General Data Protection Regulation (GDPR)** regarding the acquisition, use, and dissemination of personal data.
- Written consent from both the minor and their parents/legal guardians is required for any data collection or media use.
- **Compliance with Legislative Decree No. 101/2018** for national GDPR enforcement in Italy.

5. Criteria for staff selection, recruitment and training.

The **recruitment** and **selection** of staff, trainees or volunteers should reflect the commitment to protect children, ensuring that communications are adopted, controls and procedures to exclude anyone who is unfit to work with minors.

For this reason, we have established and developed specific procedures to be applied during the recruitment and selection of employees, collaborators, trainees and volunteers who provide in the order:

- Receipt of curriculum vitae.
- Screening process, including the submission of a detailed application form, reference checks, and an in-depth interview.
- Background checks (vetting) will be conducted before hiring.
- Signature of a declaration confirming that they have no prior convictions related to child abuse, neglect, or exploitation.
- Subscription to this Policy.

All staff, volunteers, and trainees must undergo mandatory child protection **training**. Annual refresher training sessions will be conducted to reinforce child safeguarding practices.



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6. Code of Conduct

All personnel must:

- Act in the **best interests of children** and report any concerns about abuse or neglect.
- **Never engage in** inappropriate physical, verbal, or online interactions with children.
- **Avoid** situations where they are alone with a child unless strictly necessary and authorized.
- **Maintain professionalism** in all communications and interactions.
- **Follow Italian legal obligations** on child safeguarding, including reporting and cooperation with relevant authorities.
- **Refrain from exchanging gifts, money, or favors** with children unless formally approved within program guidelines.
- **Respect the cultural context of children and their families** while ensuring all interactions comply with safeguarding principles.

7. Relationships with Third Parties

- All **partners, contractors, and collaborating organizations** must comply with this policy.
- Third parties must sign a **commitment statement** acknowledging their duty to protect children.
- **Monitoring mechanisms** will be in place to ensure compliance among external entities.

8. Reporting & Response Mechanism

- **Confidential and accessible reporting channels** will be available for concerns or incidents.
- **A designated safeguarding officer** will oversee incident management and liaise with appropriate authorities.
- **Reports of abuse** will be handled swiftly and with sensitivity, ensuring child safety and legal compliance.
- **Compliance with Italian child protection laws**, including immediate reporting of suspected abuse to child protection services or law enforcement.
- **Anonymous reporting mechanisms** will be available to encourage disclosures without fear of retaliation.



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9. Monitoring & Accountability

- The policy will be **regularly reviewed and updated** to ensure compliance with international and national standards.
- Periodic **self-assessments** and audits will be conducted to strengthen safeguarding measures.
- **Partners and stakeholders** must adhere to Associazione InCo – Molfetta APS's child protection commitments.
- **Regular internal reviews** will evaluate policy effectiveness and identify areas for improvement.

10. Collaboration with Authorities

- Associazione InCo – Molfetta APS will **cooperate with law enforcement, child protection agencies, and other relevant organizations** to ensure children's rights and safety.
- When legal authorities are weak or absent, the organization will follow best-practice guidelines to ensure child welfare.
- **Ensure alignment with Italian regulations**, working closely with the National Authority for Childhood and Adolescence.
- Establish **protocols for emergency response** in cases of severe or ongoing abuse.

This policy demonstrates **Associazione InCo – Molfetta APS's strong commitment to child protection**, aligning with international and national standards to create a **safe and supportive environment** for all children involved in its activities.

Approved by: InCo-Molfetta board

Date: 27/2/2025

Review Date: n/a

Maria de Felice
President

Maria de Felice

