

DYPALL Network

Child Protection Policy

Version 2(2024)

DYPALL Network supports the rights of children, according to the Convention on the Rights of the Child, and is committed to their safety and well-being.

This policy applies to all part-time, full-time and occasional DYPALL Network employees, freelancers, trainers, and other experts, interns and volunteers, as well as members of the Network and partners working with DYPALL Network on the implementation and dissemination of projects.

Child

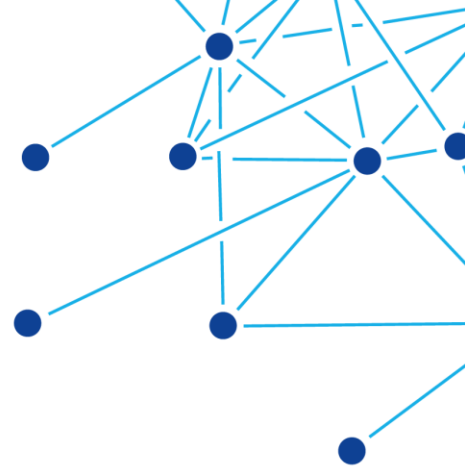
We define “child” as every human being below the age of 18 years old, unless under the law applicable to the child, majority is attained earlier, in accordance with Article 1 of the United Nations Convention on the Rights of the Child.

Child abuse

We define “child abuse” as all forms of physical and/or emotional ill-treatment, sexual abuse, neglect or negligent treatment or commercial or other exploitation, resulting in actual or potential harm to the child's health, survival, development or dignity in the context of a relationship of responsibility, trust or power, in accordance with the World Health Organization

Principles and values

In DYPALL Network, we do not tolerate child abuse. We recognize that some children are at greater risk of abuse and we take this into consideration in the implementation of



our projects and activities.

We commit to ensure that all DYPALL Network staff, members and partners, as well as stakeholders, are aware of the problems of child abuse and minimize the risks to children. We commit to ensure that action is taken to report, support and protect children where concerns of abuse arise.

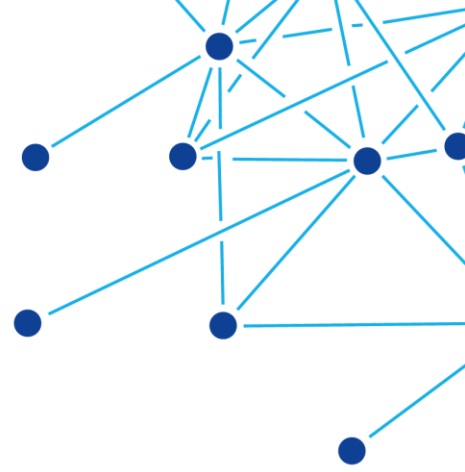
DYPALL Network, specifically, will commit to:

- Not permit a person to work with children if it has been identified that they pose a risk to children's safety and/or well-being;
- Take all child abuse concerns raised seriously;
- Take positive steps to ensure the protection of children in all projects and activities;
- Act appropriately and effectively in cooperating with any process of investigation;
- Guide through the child protection process by the principle of "best interest of the child", in accordance to Article 3 of the Convention on the Rights of the Child.

Reporting principles and procedures

Oriented by intervention guiding principles set forth by Article 4 of the Law of Protection of Children and Young People in Danger of Portugal, DYPALL Network commits to:

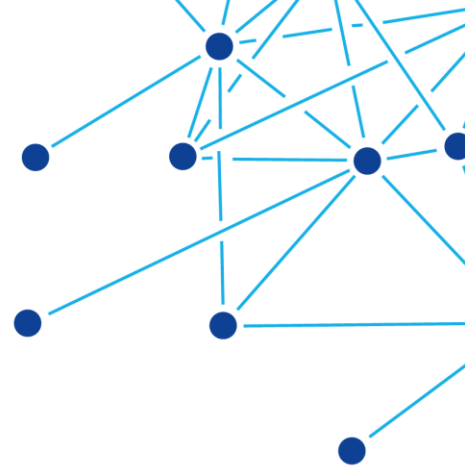
- Guaranteeing complaint procedures that are accessible to children;
- Providing and displaying clearly the contact information of the person from DYPALL Network to whom complaints should be reported to before, during and after all the activities involving children;
- Designating the person in charge of monitoring the implementation of the Child Protection Policy of DYPALL Network, in this case the Deputy Director in charge of National programmes, to whom the following responsibilities are



assigned:

- Filing complaints of professionals and named persons who express concerns regarding child protection and collecting all relevant information/data;
- Keeping an updated registry of the aforementioned complaints;
- Reporting immediately such complaints to the Coordination team;
- Collecting and assessing relevant information on the global implementation of the Child Protection Policy, making comments and presenting suggestions to the Coordination team;
- Coordinating activities and procedures towards the effective implementation, monitoring and review of the Child Protection Policy;
- Presenting the complaint directly to the Executive Director, in case any concern is expressed or any complaint is filed against the person in charge of the Child Protection Policy; Any information will be handled with strict confidentiality and actions will be taken only if concerns can be proven. The discussion should focus on the assessment of the reported concerns, the support needed, the report to external bodies, and the appropriate response (internally and not);
- Maintaining an appropriate relation with national and local entities with competence within the scope of the protection of the rights of the child;
- In addition and in accordance with the law, they are obliged to notify without delay to the competent authorities: a) any verbal or written, named or anonymous, report of an incident of abuse coming from i) children, ii) members of the staff, regardless of their employment relationship, iii) volunteers, iv) any third party, (b) any incident of child abuse that otherwise comes to their attention. The notification shall relate to any incident of abuse, wherever it occurs, including those occurring in the course of the provision of social care services by Child Protection Services;
- In cases of suspected sexual abuse or harassment of a minor and/or the use of violence against a minor, the procedures laid down by law are activated:

Violation of the obligations arising from the current Child Protection Policy - Code of Ethics constitutes a disciplinary misconduct and is subject to review by the



Coordination team, which may take the measures of reprimand (oral or written), recommendation for compliance and termination of the employment contract.

Legislation

When handling child abuse complaint, DYPALL Network will take into account the relevant legislation in both Portugal and the country in which the alleged incident took place.

For child abuse reporting in Portugal, the following contact information will be made available by DYPALL Network:

National Commission for the Promotion of the Rights and the Protection of Children and Young People

Praça de Londres, n.º 2 – 2.º, 1049-056 Lisbon, Portugal

Tel. (+351) 300 509 717 | 300 509 738

E-mail: cnpdpcj.presidencia@cnpdpcj.pt

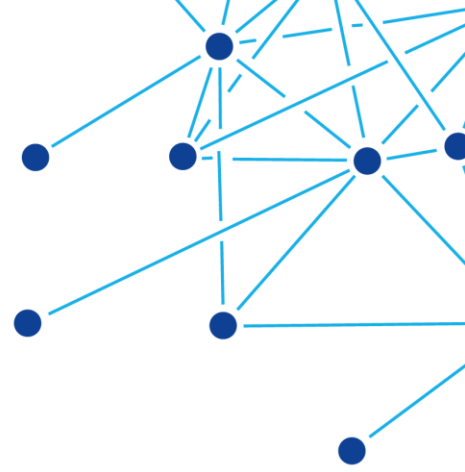
Helpline “Children in Danger”

(+351) 961 231 111 (available on working days, from 8h00 to 20h00)

Code of conduct

All DYPALL Network staff, members, partners and stakeholders will oblige to the following code of conduct:

- treat children with respect regardless of race, gender, language, religion, political or other opinion, national, ethnic or social origin, disability, birth or other status;
- not use language or behavior towards children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate;

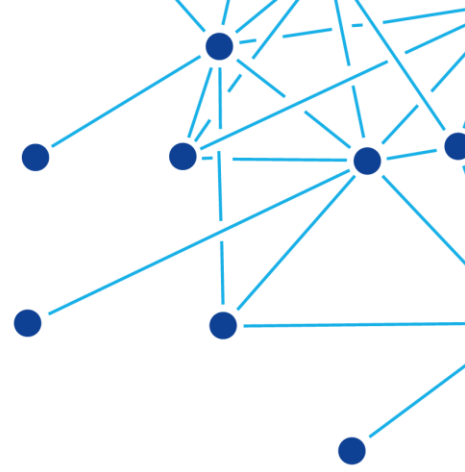


- not engage children in any form of sexual activity or acts, including paying for sexual services or acts where, under the law(s) applicable to the child, the child is below the age of consent or the act(s) are an offence under relevant laws;
- wherever possible, ensure that another adult is present when working in the proximity of children;
- not invite unaccompanied children into my home without the permission of their parent/guardian, unless they are at immediate risk of injury or in physical danger;
- not sleep close to unsupervised children unless absolutely necessary, in which case I must obtain my supervisor's permission, and ensure that another adult is present if possible;
- refrain from physical punishment or discipline of children
- refrain from hiring children for domestic or other labor which is inappropriate given their age or developmental stage, which interferes with their time available for education and recreational activities, or which places them at significant risk of injury
- comply with all relevant Portuguese and local legislation, including labor laws in relation to child labor; and
- immediately report concerns or allegations of child abuse in accordance with appropriate procedures.

Use of children's image for work-related purposes

When photographing or filming a child for work-related purposes, DYPALL Network staff, members and partners must:

- before photographing or filming a child, assess and endeavour to comply with local legislation or restrictions for reproducing personal images;
- before photographing or filming a child, obtain consent from a parent or guardian of the child. The purpose of the images collected has to be explained thoroughly;
- ensure photographs, films, videos and others present children in a dignified and



- respectful manner and not in a vulnerable or submissive manner;
- ensure images are honest representations of the context and the facts; and
 - ensure file labels do not reveal identifying information about a child when sending images electronically.

Use of children's data for work-related purposes

Pursuant to and for the purposes of Portuguese law n. 67/98 regarding the protection of personal data, and the EU Regulation n. 679/2016 (GDPR), in relation to personal data, sensitive and not, of which DYPALL Network will take possession, DYPALL Network informs of the following:

- We collect and process children's data only when specifically required by projects and activities, and within the specific limits of those, such as, but not limited to, full name, date of birth, place of birth, nationality, country of residence, signature;
- We allow competent children to exercise their own data protection rights;
- If our original collection and processing was based on consent provided when the individual was a child, then we comply with requests for erasure whenever we can.

We will provide adequate and appropriate resources to implement this policy and will ensure it is communicated and understood. DYPALL Network will review this policy statement annually to reflect new legal and regulatory developments and ensure good practice.

This policy document was approved by Bruno Miguel Cavaco António, Executive Director, DYPALL Network, in 2020.

The revised policy document, Version 2 (2024) was approved by Bruno Miguel Cavaco António, Executive Director, DYPALL Network, in January 2024.