

CHILD PROTECTION POLICY

POLICY GUIDELINES, PRINCIPLES, AND PROCEDURES FOR CHILD SAFETY AND PROTECTION

AT FONDAZIONE ISTITUTO DEI SORDI DI TORINO

Applicable to: All Fondazione Istituto dei Sordi di Torino staff, experts, research associates, volunteers and external staff This policy will be reviewed regularly:

- In line with changes in legislation or official guidelines on the protection of children and young people on the EU or Italian national level.
- Following any changes to the internal policy or regulations at Fondazione Istituto dei Sordi di Torino Onlus.

1. INTRODUCTION

The Fondazione Istituto dei Sordi di Torino (hereinafter “the Foundation”) is committed to safeguarding and promoting the welfare, rights, and dignity of all children and young people. We recognize our responsibility to create an environment that is safe, inclusive, and protective of all minors who access our services and programs.

2. PURPOSE OF THE POLICY

This policy aims to:

- Protect all children involved in the Foundation’s activities from harm, abuse, neglect, and exploitation.

- Ensure that all staff, volunteers, consultants, and partners are aware of their responsibilities regarding child protection.
- Provide a clear framework for action when child protection concerns arise.

3. SCOPE

This policy applies to:

- All employees, educators, contractors, volunteers, and board members.
- All programs, projects, activities, and events organized or supported by the Foundation.
- All interactions, both physical and virtual, involving minors.

4. GUIDING PRINCIPLES

The Foundation's Child Protection Policy is based on the following principles:

- **Best Interests of the Child:** The welfare of the child is our primary concern.
- **Zero Tolerance:** Abuse and exploitation of children in any form will not be tolerated.
- **Non-Discrimination:** All children, regardless of their race, gender, language, disability, religion, or socioeconomic status, have equal rights to protection.
- **Participation:** Children have the right to be heard, listened to, and taken seriously.

5. DEFINITIONS

- **Child:** Any person under the age of 18 years.
- **Abuse:** Includes physical abuse, emotional abuse, sexual abuse, neglect, and exploitation.

6. RESPONSIBILITIES

All staff and partners of the Foundation must:

- Always respect and uphold children's rights.
- Act promptly and report any concerns, suspicions, or allegations of abuse.
- Attend mandatory child protection training sessions.
- Comply with national laws and international child protection standards.



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Designated Child Protection Officer (DCPO):

The Foundation will appoint a DCPO responsible for:

- Receiving and documenting child protection concerns.
- Initiating appropriate response actions.
- Liaising with local child protection services and authorities.

7. CODE OF CONDUCT

Staff and partners must:

- Always maintain professional boundaries with children.
- Obtain parental/guardian consent for all activities involving children.
- Avoid private one-to-one contact with a child where not supervised.
- Use appropriate language, behavior, and communication when interacting with minors.

Prohibited behaviors include:

- Physical punishment or aggressive behavior.
- Sexual activity or inappropriate touching.
- Exploiting, manipulating, or humiliating children.
- Sharing images of children without consent.

8. REPORTING PROCEDURES

- Concerns should be reported immediately to the DCPO.
- All reports will be treated seriously and confidentially.

- The Foundation will cooperate fully with investigations by competent authorities.
- Retaliation against whistleblowers is strictly prohibited.

9. TRAINING AND AWARENESS

- All staff, volunteers, and partners must complete child protection training upon induction and attend refresher courses annually.
- Child protection guidelines will be included in all project orientation materials.

10. REVIEW AND UPDATES

This policy will be reviewed annually and updated as necessary to reflect best practices and changes in law or operational context.

Child Protection Code of Conduct

Fondazione Istituto dei Sordi di Torino Onlus

All staff, volunteers, consultants, and partners must adhere to the following Code of Conduct when interacting with children and young people:

Positive Conduct

- Treat all children and young people with respect and dignity.
- Listen to children and value their views.
- Maintain appropriate physical boundaries.
- Always work in an open environment, avoiding private or unobserved situations with children.
- Use appropriate language, gestures, and tone when communicating.
- Obtain informed consent from parents/guardians before involving children in activities, photos, or videos.

Prohibited Conduct

- Never engage in physical, emotional, or sexual abuse.
- Never use language, gestures, or behaviors that could be considered inappropriate, offensive, or abusive.
- Never develop inappropriate relationships with children (such as favoritism, gifts, or excessive attention).
- Never share children's personal information or images without proper authorization.
- Never engage children in exploitative or unsafe activities.

Reporting Duty

- Immediately report any concerns or suspicions of abuse to the Designated Child Protection Officer (DCPO).

ACKNOWLEDGEMENT

I have read, understood, and agree to abide by the Child Protection Code of Conduct.

Name: _____

Position: _____

Signature: _____

Date: _____

Child Protection Incident Report Form

Fondazione Istituto dei Sordi di Torino Onlus

Instructions: Complete this form as soon as possible after witnessing or becoming aware of an incident. Submit it to the Designated Child Protection Officer.

1. Reporting Individual Details

- Full Name: _____
- Position: _____
- Contact Information: _____

2. Child's Details (if known)

- Full Name: _____
- Age: _____
- Gender: _____
- Address (if known): _____

3. Details of the Incident

- Date and Time: _____
- Location: _____
- Describe what happened (be factual and objective):

4. Action Taken

- Was immediate action taken? (e.g., medical care, separation of individuals)

5. Other Persons Involved

- Names and contact details (if available):

6. Signature

- Signature of Reporter: _____
- Date: _____

Child Protection Policy - Summary for Parents and Guardians

Dear Parents and Guardians,

The Fondazione Istituto dei Sordi di Torino Onlus is committed to the safety and wellbeing of every child and young person participating in our activities.

We have implemented a Child Protection Policy which includes:


- A zero-tolerance approach to abuse and exploitation.
- Mandatory training for all staff and volunteers.
- Clear reporting procedures for any concerns.

We encourage parents to:

- Talk openly with their children about safety.
- Be aware of the programs and activities their children attend.
- Report any concerns to our Child Protection Officer.

For more information, please contact:

 **Email:** direzione@istitutosorditorino.org

 **Phone:** +39 0119676317

Together, we can create a safe and supportive environment for every child.

Sincerely,

Fondazione Istituto dei Sordi di Torino Onlus

THIS DOCUMENT IS VALID FROM 2025