

**Youth for Seva,  
Child Protection Code of Conduct**

I agree that in the course of my association with Youth for Seva (YFS),

***I will:***

- Treat all children and young people with respect regardless of race, colour, sex, language, disability, religion, political or other opinion, national, ethnic or social origin, birth or other status
- Provide a welcoming, inclusive and safe environment for all children, young people, parents, employees, Interns and volunteers.
- Encourage children, young people, parents, Interns, employees and volunteers to speak up about issues that affect them
- Refrain from using corporal punishment (***no physical force is used and intended to cause some degree of pain or discomfort***) on children
- Immediately report concerns or allegations of child abuse in accordance with YFS
- Comply with local, national and international child protection laws
- Ensure that, whenever possible, another adult is present when I am working with children, or in the proximity of children
- Inform my supervisor/manager of my involvement in any situation where my actions could be misinterpreted
- Bring to the notice of my supervisor/manager if I am involved in any situation which would be likely to bring the organisation into disrepute, and inform my supervisor/manager if I am investigated for any crime or charged with any criminal offence.

***And I will not:***

- **Will not** Use inappropriate language – whether of an offensive, discriminatory, demeaning, abusive or sexual nature – when speaking with or whilst in the presence of a child or young person
- **Will not** Engage in behaviour to shame, humiliate, belittle or degrade a child or young person, or otherwise emotionally abuse a child or young person
- **Will not** marry a person under the age of 18
- **Will not** Act in a sexually provocative manner or engage children in any form of sexual activity, including paying for sexual services
- **Will not** Hold, kiss, cuddle or touch a child in an inappropriate, unnecessary or culturally insensitive way
- **Will not** Condone or participate in, behaviour with children which is illegal, unsafe or abusive
- **Will not** Discriminate against or in favour of particular children to the exclusion of others
- **Will not** Spend time outside work requirements with any child or young person connected with the programme of YFS
- **Will not** Hire children for domestic or any other labour which is inappropriate for their age or development, interferes with their education or play, or places them at risk of injury

- **Will not** do things for children of a personal nature that they can do for themselves such as toileting them or changing their clothes
- **Will not** Sleep in close proximity to any children unless it is absolutely necessary, in which case I will keep my supervisor/manager informed and ensure another adult is present, where possible (noting that this does not apply to my own children)
- **Will not** Access or create sexually abusive images of children, and use computers, mobile phones, video or digital cameras or any other technology for the purpose of exploiting or harassing children.

### **Use of Children's Images**

Before photographing or filming a child for work related purposes, I will:

- Assess and comply with local traditions or restrictions on reproducing personal images
- At a minimum, obtain and document verbal consent from children and/or their parent or guardian and explain how the photograph or film will be used. Written consent should be obtained, where possible
- Ensure photographs, films and videos present children in a dignified and respectful manner and not in a vulnerable or submissive manner.
- Children should be adequately clothed and not in poses that could be perceived as sexually suggestive
- Ensure images are honest representations of the situations and the facts
- Ensure the identities of children and young people in photographic and electronic images are not disclosed
- Ensure these files are stored securely and access is limited on a needs basis to relevant staff only.

***I confirm that I have read and understood Youth for Seva:***

- Child Protection Policy, and
- Child Protection Code of Conduct

I agree to comply with the Policy and Code of Conduct. I understand that a breach of the Policy or Code may provide grounds for my, Internship, Volunteering, employment with YFS to be terminated. I also understand that a breach of the Policy or Code could result in criminal prosecution.

I understand that it is my responsibility, as a person engaged by YFS, to use common sense and avoid actions or behaviours that are abusive or exploitative of children or young people, or could be construed as such.

I hereby authorize YFS to undertake any necessary inquiries, including criminal record checks and reference checks, as part of my appointment or recruitment process. I confirm my willingness to participate in YFS training sessions on child protection and safety.

**Full Name:** \_\_\_\_\_

**Details of College & Course of Study:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_