

## Child Protection Policy

**MEET Digital Culture Centre** is committed to ensuring a safe and secure environment for all visitors, especially for young participants. The protection of minors is of paramount importance and the centre is committed to the following guidelines and standards to ensure their safety and well-being.

**AugE 2nd** project is committed to ensuring a safe and secure environment for all participants, especially the young people involved. Child protection is of paramount importance and all organisations involved are committed to following the following guidelines and standards to ensure their safety and well-being:

### Policy

This Child Protection Policy is a commitment shared by MEET and all organisations involved in AugE 2nd project to ensure the safety, well-being and protection of the young participants.

All children and young people have the right to be protected from any form of abuse or exploitation. Child protection is a shared responsibility of all staff and volunteers of the organisation. Any report of abuse or suspected abuse will be taken seriously and treated confidentially.

Our organisation MEET Digital Culture Center is committed to preventing and responding appropriately to any harm that may affect children. We recognise that children have the right to be protected from all forms of abuse, neglect and exploitation. This policy outlines our commitment to creating a safe and secure environment for children and sets out guidelines to prevent and address any safeguarding issues that may arise.

Our Child Protection and Safeguarding Policy demonstrates our ongoing commitment to ensuring the safety and well-being of children. By establishing clear responsibilities, implementing comprehensive procedures and promoting a culture of responsibility, we aim to create an environment where children are protected from harm and their rights are respected and upheld.

## People

1. **Clear responsibilities and expectations:** All staff members and contractors have a responsibility to promote the welfare and safety of children. We clearly define their roles and responsibilities in relation to child protection and safeguarding. Alessandro Rubini, manager of MEET's Educational department is appointed as senior manager for child protection and safeguarding.
2. **Staff training:** All staff members, including volunteers, working closely with young participants will undergo a rigorous selection process. Criminal background checks and reference checks will be carried out to ensure that there are no convictions or inappropriate behaviour towards children. Staff involved in the project will be adequately trained in child protection. Training will include knowledge of the signs of child abuse or exploitation, reporting procedures and best practices to create a safe environment for young people. We will conduct rigorous criminal background checks and reference checks for all staff and volunteers working with children. We will provide mandatory child protection training to all staff and volunteers to raise awareness of abuse indicators and reporting procedures.
3. **Access and supervision:** Appropriately trained staff will be present to supervise and monitor participants' activities, ensuring a safe and controlled environment. Staff and volunteers must adhere to the highest standards of appropriate conduct and behaviour when working with children. Alessandro Rubini is has the role of supervisors for child protection and safeguarding. They must avoid any form of abuse, neglect or exploitation of children, either physically or emotionally. They must immediately report any suspicion of abuse or alleged abuse to the appropriate authorities and the responsible person within the organisation.
4. **Visitor registration:** Each visitor, including minors, must be registered at the entrance of the centre. Basic information such as first name, last name and emergency contact will be requested. This information will be processed in accordance with applicable data protection laws and will only be used for security and emergency purposes.

5. **Informed consent:** Before minors participate in any activity at the centre, they will be asked to obtain informed consent from their parents or legal guardians. Detailed information will be provided on the planned activities, the technological devices used and the safety measures taken. Before young people participate in the project, they will be asked to obtain informed consent from their parents or legal guardians. Detailed information will be provided about the project, including its objectives and the planned activities.
6. **Supervision and supervision:** During project activities, young people will be supervised by appropriately trained staff members. The presence of responsible adults will be ensured at each stage of the project to ensure the well-being of the participants and to prevent risk situations.
7. **Protection of personal data:** All personal data collected from participants, including sensitive data, will be processed in accordance with applicable data protection laws. Security measures will be taken to ensure the confidentiality and protection of this information.

## **Procedures**

All reports will be treated confidentially and confidentially, and will be handled in accordance with local legislation and procedures. An unbiased and impartial approach will be taken in dealing with reports of abuse or suspected abuse.

1. **Child safe environment:** We implement child protection procedures applicable throughout the organisation. These procedures will cover areas such as code of conduct, risk assessments, reporting mechanisms and response to safeguarding concerns.
2. **Risk assessments:** We will conduct regular risk assessments to identify potential risks to children and take appropriate action to mitigate them.

3. **Reporting mechanisms:** We will establish clear and confidential procedures for reporting any concerns or incidents of child abuse or neglect. These mechanisms will ensure that all staff and contractors feel safe and supported in reporting safeguarding concerns.
4. **Monitoring of activities:** The activities of visitors, including minors, within the centre will be monitored in order to detect and prevent inappropriate behaviour or risk situations. The presence of qualified personnel will be ensured to respond to any reports or problems that may arise.

### **Accountability**

The Child Protection Policy will be periodically reviewed and updated in accordance with new laws and regulations. We will be open to reports from outside parties and adhere to a feedback process to continually improve our policy and practices.

1. **Monitoring and review:** We will establish mechanisms to regularly monitor and review our safeguarding measures. This includes reviewing policies, procedures and practices to ensure their effectiveness and compliance with relevant laws and regulations.
2. **Reporting and investigation:** Any reports of safeguard issues will be taken seriously and investigated thoroughly. We will cooperate with the relevant authorities, as required, to ensure that appropriate action is taken.
3. **Learning and improvement:** We are committed to learning from safeguard incidents or near misses. Lessons learnt will be used to continuously improve our child protection and safeguarding policies and practices.
4. **Collaboration with the competent authorities:** In the event of a report of child abuse or exploitation, the centre will cooperate fully with the competent

authorities to ensure the investigation, support and protection of the children involved.

5. **Evaluation and review:** the child protection policy will be subject to regular evaluation and review to ensure that it is adapted and updated according to new challenges and best practices in the field of child protection.

### **Technological devices**

1. **Responsible use of devices:** Minors will be instructed in the responsible use of digital devices in the centre. Information will be provided on behavioural norms, the conscious use of technology and safe surfing on the Internet. Digital education will be promoted to prevent risky situations online.
2. **Device security:** Digital devices in the centre will be subject to security measures to protect minors from inappropriate or harmful content. In addition, devices will be kept up-to-date with the latest security updates.