

Anthropolis Child and Vulnerable Adults Protection Policy

Date of latest review: 03.07.2023

Definitions

A child refers to any person who has not yet reached the age of 18 years.

The policy also applies to young people. A young person refers to any person between and including the ages of 18 and 30 years old.

A vulnerable adult refers to individuals aged 18 years and above who are at greater risk than other adults due to individual factors such as gender, age, mental capacity, physical disability, or as a result of social factors such as inequality, traumatic experiences or poverty. This definition is included because Anthropolis often works with marginalised and minority groups as well as children and young people.

An adult refers to individuals who are 18 years old or older.

Protection refers to actions taken to protect children, young people and vulnerable adults as well as promote their wellbeing.

Purpose and Scope of the Policy

Anthropolis intends to promote global education through developing and distributing educational resources and delivering workshops in educational settings, primarily schools, as well as providing training in Digital Storytelling to empower individuals and communities to share their story with others to promote global learning and citizenship. Anthropolis' work includes providing training about sustainable development issues and the methodology of Digital Storytelling to pupils, teachers, students, foster carers and those from minority backgrounds. These activities frequently involve children, young people and/or vulnerable adults, such as collecting stories from, and providing educational workshops for these individuals.

Anthropolis recognises the potential risks children, young people and vulnerable adults face and is committed to protecting them. These risks include, but are not limited to; violence, injury, exploitation, slavery, abuse (including physical, mental, emotional, financial or sexual), neglect, maltreatment and risks related to characteristics such as gender, sexual orientation, ethnic origin, disability, age or illness.

As responsible global citizens, the organisation recognises its influence and therefore its responsibility, to protect such individuals. Thus, the nature and participants of Anthropolis' work make it important for the organisation to have such a policy. The policy will set out the organisation's intended actions to protect children, young people and vulnerable adults and how to respond to concerns related to this.

Thus, the purpose of this policy is to:

- Provide protection to the children, young people and vulnerable adults, who receive or participate in Anthropolis' services, including children of staff and volunteers.
- Provide staff, volunteers and others working within Anthropolis with guidance about procedures they should follow in circumstances when they suspect that a child is, or may be, at risk of harm.

To whom this policy applies

This policy applies to all paid and voluntary staff, students, volunteers or anyone else working on behalf of Anthropolis Public Benefit Association, as well as any partners with whom Anthropolis works. By definition, the policy also applies to those at-risk groups which it aims to protect.

With whom is this policy shared

- All those who participate in or benefit from the work of Anthropolis, including parents and guardians of children, are given access to this policy, via its publication on the organisation's website, in order to understand their rights and to call attention to behaviours which are not in accordance with the policy.
- All Anthropolis personnel, including all staff and volunteers, are required to read and agree to adhere to this policy. Training is provided to provide a deeper understanding of protection and how to implement the policy to situations which are possible in Anthropolis' work.
- Any organisations with whom we collaborate or share information, including regular or occasional partners, are required to agree to adhere to the policy as they work with us.

Legal Framework

Anthropolis ensures the protection of children, young people and vulnerable adults by requiring that all adults involved in the activities of the association are acting in accordance with their legal responsibilities, using the relevant national legislation and international directives. The policy has been developed on the basis of the following key legislation:

- The Fundamental Law of Hungary (Constitution) (25 April 2011)
- Act XXXI of 1997 on the protection of the child on the management of public guardianship
- Act LXIV of 1991 on the Convention on the Rights of the Child
- Act CXXV of 2003 on equal treatment and the promotion of equal opportunities
- Act XXVII of 2001 on the prohibition of the worst forms of child labour
- Act LXXIX of 1993 on public education
- The UN Convention on the Rights of the Child (General Assembly resolution 44/25 of 20 November 1989)

Our Commitment

Anthropolis recognises that all children, young people and vulnerable adults, without exception or discrimination, have the right to be safe and protected. Furthermore, they deserve for their needs to be catered for, to promote their optimal development.

In particular, Anthropolis' Child Protection Policy, in accordance with the European Union's *Child Safeguarding Standards*, is based on the following set of principles:

- All children have equal rights to protection from harm.
- Everybody has a responsibility to safeguard and support the protection of children.
- Anthropolis, as an organisation, have a duty of care to children with whom they work, are in contact with, or who are affected by their work and operations.
- All Anthropolis personnel have a responsibility to help partners meet the minimum requirements on protection, while working with them.
- All actions on child protection are taken in the best interests of the child, which are paramount.

Responsibilities

In accordance with the above, all staff and volunteers are responsible for providing the necessary environment and attentiveness to keep children, young people and vulnerable adults safe. There is no designated safeguarding lead in the organisation, due to the small numbers of personnel, and therefore, all personnel are equally responsible. The following principles are Anthropolis' expectations for all personnel. As adult citizens, all staff and volunteers are required to:

- Prevent risk by completing appropriate risk assessments and implementing cautionary measures, adhering to and encouraging good practice and adherence to all policies and procedures, and promoting an environment where children, young people and vulnerable adults feel able and without discrimination to report any issues they suspect or experience.
- Staff and volunteers will always work in partnership with parents, guardians and those directly responsible for children by profession, as well as those who hold responsibility for the child in other roles and settings, such as social workers, when applicable.
- Receive training and maintain awareness regarding signs of abuse, exploitation or other risks.
- Be vigilant in detecting and reporting potential protection concerns or risks promptly to senior staff. If anybody working for or with Anthropolis perceives, suspects or is notified that a child is in danger or under threat, whether by the child themselves or anybody else, they should follow the procedure outlined in the 17. § (1) paragraph of Act XXXI of 1997, by notifying the child's
 - a. guardian
 - b. direct member of the child's "warning network" ("jelzőrendszer")

- c. the locally responsible agency of the child protection services (“Gyermejkölési és gyermekvédelmi szolgálat”)
 - d. the police in severe cases, such as allegations of sexual abuse.
- Risk assessments will be completed for each activity in which Anropolis engages, to identify and implement strategies to reduce these risks to be avoided and as minimal as possible.
 - Protection specific policies will be implemented in relevant operations of the organisation, such as recruitment and hiring, communications (particularly in the use of digital photographs and videos), choice of partners, sharing of information and continuous training.
 - Code of conduct established of which all personnel and partners are aware of and agree to adhere to, which will be monitored by.
 - Concerns should be reported to senior management. The information recorded will be held confidentially, except those whom it concerns and in cases where those involved are at risk of danger or pose a risk to others, in accordance with the EU’s GDPR law.
 - Any issue related to child protection should be communicated to Viktória Mihalkó, Child Protection Officer for Anropolis, at viki.mihalko@gmail.com

Responsibilities of the Presidential Board

- The Presidential Board of the Association has to make sure that all executives, staff and volunteers of Anropolis Association are informed about:
 - children’s rights,
 - the principles of child protection,
 - the relevant legislation, legal responsibilities and procedures.
- If necessary, the Presidential Board has to provide information, consultation, guidelines or training opportunities for staff and volunteers about their roles and responsibilities.
- In case of any incident the President or the executive appointed by the President is responsible to keep records and provide guidance and supervision for the involved staff or volunteer.

Guidelines on ethical photography

Photographs and videos taken by Anropolis’ staff or a photographer appointed by Anropolis should respect human dignity and ensure the rights, safety and well-being of the person or people being portrayed. This means:

- Understanding national laws related to photography, filming and privacy rights.
- Gaining appropriate verbal or written informed consent before taking photographs or videos.
- Respecting a person’s right to refuse to be photographed or video.

Photographs and videos of issues that are culturally sensitive, politically sensitive or socially stigmatised must protect the identity and privacy of individuals.

- Do not identify individuals. Position the camera in such a way that faces and other unique characteristics cannot be discerned.
- Obtain informed written consent to use real names and locations in situations where disclosure could result in harm. Otherwise, remove detailed personal information such as names and locations in captions or any other associated documentation.
- Identifiable images of individuals should not be used to illustrate sensitive subject matter in such a way as to indicate that the individual is connected with the issue.

Photographs or videos of people with special needs are to be taken with particular care, compassion and protection of privacy.

- Photograph or videos all people with respect and dignity. Special care and compassion must be exercised with vulnerable subjects.
- Survivors of sexual exploitation, gender-based violence or abuse are not be identified as such.

Photographs or videos of children taken for work related purposes must adhere to standards arising from Anthropolis' Child and Vulnerable Adults Protection Policy. Before photographing or filming a child, staff or contractors must obtain informed consent from the child and a parent or guardian and explain how the image or video will be used. In group situations such as a classroom, confirmation of previous parental consent is to be obtained from a school principal or senior teacher. In addition:

- Before photographing or filming a child, assess and comply with local laws, traditions or restrictions for reproducing personal images.
- Ensure photographs, videos and DVDs 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 seen as sexually suggestive.
- Images must be honest representations of the context and the facts.

Revision and Updating of this Policy

The General Assembly and the Presidential Board will review the Child and Vulnerable Adults Protection Policy annually to ensure that the document is in line with relevant regulations, by... keeping updated regarding legislation and reviewing its application within the organisation's current projects and activities. This will then be reviewed and approved by the Director.

Dávid Miklós Bán

President