



# **CHILD PROTECTION POLICY AND PROCEDURES**

**In implementing this child protection policy the Liger Leadership Academy (LLA) will ensure that:**

1. All employees, volunteers and consultants, whether paid or unpaid, at the LLA (“Staff members”) understand their legal and moral responsibility to protect children and young people from harm, abuse and exploitation;
2. All Staff members understand their duty to report concerns that arise about a child or young person, or a Staff member’s conduct towards a child or young person, to the LLA’s named person for child protection;
3. Procedures relating to the conduct of Staff members are implemented in a consistent and equitable manner;
4. Children and young people are enabled to express their ideas and views on a wide range of issues and will have access to the LLA’s *Complaints Procedure*;
5. Parents/caregivers are encouraged to be involved in the LLA’s work and, when requested, have access to all guidelines and procedures;
6. The LLA is up-to-date with developments relating to the welfare and protection of children and young people, whilst at all times adhering to and/or exceeding the Minimum Standards of Care as outlined by the Government of Cambodia;

**Recognizing the Signs and Symptoms of Abuse**

The LLA will ensure that all Staff members have a basic awareness of the signs and symptoms of child abuse.

How concerns about a child or young person’s safety can come to light:

- A child or young person alleges that abuse has taken place or that they feel unsafe;
- A third party or anonymous allegation is received;
- A child or young person’s appearance, behavior, play, drawing or statements cause suspicion of abuse and/or neglect;
- A child or young person reports an incident(s) of alleged abuse, which occurred some time ago;
- A report is made regarding the serious misconduct of a Staff member towards a child or young person.

**Managing Allegations made against a Staff member**

The LLA will ensure that any allegations made against any Staff member or members will be dealt with swiftly and in accordance with these procedures:

- a. The individual(s) who first received/witnessed the concern must ensure the immediate safety of the child and that the child is away from the person against whom the allegation is made.
- b. The Country Director, followed by the Child Protection Team (“CPT”), should be informed immediately. In the case of an allegation involving a member of the CPT, alternative arrangements should be sought to ensure that an independent person deals with the matter. (Note: this could be another CPT member, or

anyone at the LLA that is in a senior position and believed to be independent of the allegations being made).

- c. The CPT may contact a local authority, organization, or consultant for advice on how to proceed with the immediate situation.
- d. The individual(s) who first received/witnessed the concern should make a full written record of what was seen, heard and/or told as soon as possible after observing the incident/receiving the report. It is important that the report is an accurate description. The CPT (if appropriate) can support the individual(s) during this process but must not complete the report for the individual(s).
- e. The LLA will ensure that an internal investigation takes place and consideration is given to the operation of disciplinary procedures. If a Staff member is found in violation of the LLA's child protection policy, (i) the Staff member will be immediately dismissed, (ii) the LLA will report the Staff member to the appropriate authorities, including the Staff member's embassy or consulate, and (iii) the LLA will provide any information in respect of the violation(s) to the appropriate authorities and encourage such authorities to take action, including prosecution and investigation of the violations to the fullest extent.
- f. Unreported knowledge or suspicion of violations is considered a violation and will be dealt with in accordance with the same procedures as listed in this document.

**Following are definitions of some common circumstances related to child abuse or neglect:**

**PHYSICAL ABUSE:** May involve but not be limited to hitting, shaking, throwing, burning or scalding, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent/caregiver fabricates the symptoms of, or deliberately induces illness in a child.

**EMOTIONAL ABUSE:** Can be difficult to measure, and often children who appear well cared for may be emotionally abused by being taunted, put down or belittled. They may receive little or no love, affection or attention from their parents/caregivers. Children who live in households where there is domestic violence can often suffer emotional abuse. Emotional abuse can also take the form of children not being allowed to mix/play with other children.

The physical signs of emotional abuse may include:

- Sudden speech disorders
- Developmental delay, either in terms of physical or emotional progress
- Changes in behavior which can also indicate emotional abuse include: Neurotic behaviour, e.g. sulking, hair twisting, rocking, being unable to play
- Fear of making mistakes
- Self harm

**SEXUAL ABUSE:** Involves forcing or enticing a child or young person to take part in sexual activities, including prostitution, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape, buggery or oral sex) or non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, sexual online images, watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

**NEGLECT:** Is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may involve a parent/caregiver failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment)
- Protect a child from physical and emotional harm or danger
- Ensure adequate supervision (including the use of inadequate caregivers)
- Ensure access to appropriate medical care or treatment

It may also include neglect of, or unresponsiveness to, a child’s basic emotional needs.

***I understand that the Liger Leadership Academy maintains a strict no tolerance policy. I understand that as a Staff member of the Liger Leadership Academy should I be found in violation of the Liger Leadership Academy’s child protection policy (i) I will be immediately dismissed, (ii) the Liger Leadership Academy will report me to the appropriate authorities, including my embassy or consulate, and (iii) the Liger Leadership Academy will provide any information in respect of the violation(s) to the appropriate authorities and encourage such authorities to take action, including prosecution and investigation of the violations to the fullest extent of the law.***

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Signature/Thumbprint Employee

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Signature of Country Director of the LLA

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Name

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Name

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Date

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Date