



INTERNATIONALE AKADEMIE BERLIN  
für innovative Pädagogik, Psychologie und Ökonomie gGmbH (INA)



# Child Protection Concept for YEPP EUROPE and Songs for Rights

## Introduction

YEPP EUROPE and Songs for Rights, operating under the legal framework of INA gGmbH as the responsible body, are deeply committed to safeguarding the rights, dignity, and well-being of children involved in all programs, projects, and activities. Recognizing the vulnerability of children and the importance of their empowerment, we ensure that child protection is central to all our operations. This concept is guided by international human rights standards, including the United Nations Convention on the Rights of the Child (UNCRC) and the EU Charter of Fundamental Rights.

This framework is structured around four pillars: Policy, People, Procedures, and Accountability, ensuring a comprehensive and practical approach to child safeguarding.

## 1. Policy

Our child safeguarding policy defines harm as physical, emotional, psychological, or sexual abuse, neglect, exploitation, or any situation undermining a child's rights, dignity, or development. The policy commits us to creating environments where children can thrive safely.

### Key Principles:

Zero tolerance for abuse, discrimination, exploitation, or neglect in any form.

Prioritization of children's safety and well-being over organizational objectives or timelines.

Commitment to inclusivity, ensuring that all children, regardless of gender, race, disability, or socioeconomic background, are equally protected.

### Access and Communication:

The safeguarding policy is published on the YEPP EUROPE website and included in onboarding materials for all staff, volunteers, and network members.

### **Regular Updates:**

The policy is reviewed annually by the Child Protection Officer and updated to reflect changes in legal frameworks, emerging risks, or feedback from stakeholders.

## **2. People**

Ensuring the safety of children requires a team that is not only well-trained but also deeply committed to safeguarding principles.

### **Child Protection Responsibilities:**

INA gGmbH, as the legal representative, ensures compliance with safeguarding laws and policies.

A dedicated Child Protection Officer Jonas Deitert monitors all safeguarding activities, coordinates introduction and onboarding with new staff and volunteers, and acts as the primary contact for concerns or incidents.

### **Introduction when onboarding:**

All staff and volunteers must receive an introduction into the Child Protection Concept, including the Code of Conduct, within their first month of onboarding acknowledging their responsibilities and agreeing to uphold these standards.

## **3. Code of Conduct**

The **Code of Conduct** establishes clear behavioral expectations for all staff, volunteers, and associates to ensure the safety and dignity of children.

### **Do's**

- Treat all children with respect, fairness, and inclusivity, regardless of gender, ethnicity, or ability.
- Obtain written consent from parents or guardians before involving children in media activities (e.g., photos, videos, interviews).
- Maintain appropriate physical and verbal boundaries with children, ensuring professional and respectful interactions.
- Report any suspected or observed incidents of abuse or misconduct to the Child Protection Officer immediately.
- Encourage children to express their views and participate in decisions affecting them in a safe, non-coercive manner.

## Don'ts

- Do not engage in any form of physical punishment, emotional abuse, or exploitation of children.
- Avoid one-on-one unsupervised interactions with children unless explicitly authorized and necessary.
- Do not share personal contact details (e.g., phone numbers, social media) with children.
- Avoid inappropriate physical contact, such as hugging, unless initiated by the child in a culturally appropriate and non-invasive way.
- Do not expose children to inappropriate content, such as explicit material, or encourage discussions on sensitive topics without proper preparation and supervision.

## 4. Procedures

Our safeguarding procedures are designed to prevent risks, address concerns effectively, and respond swiftly to emergencies.

### **Risk Assessments:**

Every project undergoes a comprehensive risk assessment before implementation to identify potential safeguarding issues. For example:

**Workshops:** Risks include discussing sensitive themes that might distress children. Mitigation measures include pre-session briefings and on-site psychological support if needed.

**Media Activities:** Risks include overexposure through public sharing of children's images or personal details. All media featuring children require written consent from guardians.

Risk assessments are reviewed before and after activities to ensure they remain current and relevant.

### **Reporting Mechanisms:**

A confidential reporting system is accessible through a dedicated email address of the Child Protection Officer: [jonas.deitert@yeppeurope.org](mailto:jonas.deitert@yeppeurope.org)

Reports are acknowledged within 48 hours, and initial investigations are completed within 14 days. Urgent cases are escalated to external child protection authorities within 24 hours.

### **Emergency Response Protocol:**

Immediate steps are taken to ensure the child's safety, including removing them from harmful situations, providing access to medical or psychological support, and notifying relevant authorities.

### **Supervision Standards:**

A minimum staff-to-child ratio of 1:15 is maintained in all activities to ensure proper oversight.

Unsupervised one-on-one interactions are strictly prohibited unless explicitly approved by the Child Protection Officer.

## **5. Accountability**

We are committed to ongoing evaluation and improvement of safeguarding practices to ensure their effectiveness.

### **Monitoring and Quality Assurance:**

Monitoring is undertaken to assure the implementation of safeguarding measures across all activities. This includes regular feedback collection, progress reviews, and evaluations.

Each year, the Child Protection Officer publishes a Safeguarding Report summarizing incidents, lessons learned, and recommended improvements.

### **Stakeholder Feedback:**

Feedback from children, families, and staff is gathered after each activity through surveys and/or consultations to identify strengths and areas for improvement.

Feedback sessions include specific questions on inclusivity and safety measures.

### **Learning from Incidents:**

All reported incidents are documented and reviewed to identify trends or systemic issues. Outcomes inform future training and risk assessments.

## **Implementation in Programs**

Child protection measures are seamlessly integrated into all activities of YEPP EUROPE and Songs for Rights:

**Workshops and Trainings:** Facilitators are prepared to handle sensitive topics, such as discrimination or trauma, ensuring that discussions empower rather than distress children.

**Creative Activities:** For example, in songwriting workshops under Songs for Rights, facilitators provide clear guidelines to avoid exposing children to inappropriate themes or experiences.

**Public Events and Performances:** A guardian must always accompany children, and media coverage must adhere to safeguarding guidelines.

## Sustainability

YEPP EUROPE and Songs for Rights commit to long-term safeguarding by embedding child protection into its operational culture. The Child Protection Officer will lead capacity-building efforts, equipping staff, volunteers, and network members with the knowledge and tools to uphold high safeguarding standards. Collaborative partnerships with organizations specializing in child rights will strengthen this commitment and extend its reach.

**I hereby confirm that I have read, understood, and agree to adhere to the principles, policies, and procedures outlined in the Child Protection Concept of YEPP EUROPE and Songs for Rights. I commit to upholding these standards and fulfilling my responsibilities to ensure the safety and well-being of all children involved in our programs and activities.**

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

**Position:** \_\_\_\_\_

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

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