

# EDUVISION GHANA

## Child Safeguarding Policy

*Effective Date: 2023 | Reviewed Annually*

### 1. Purpose

Eduvision is committed to creating a safe, respectful, and nurturing environment for every child and young person we work with. This policy sets out our commitment to protecting children from harm and the responsibilities of everyone associated with Eduvision.

### 2. Scope

This policy applies to:

- Board members
- Staff
- Volunteers
- Partners, consultants, and visitors engaged in Eduvision's activities

A child is defined as any person under the age of 18.

### 3. Our Commitment

Eduvision commits to:

- Putting the safety and wellbeing of children at the centre of all our work
- Ensuring all children are treated with dignity and respect
- Creating an environment free from abuse, exploitation, and harm
- Responding promptly and appropriately to any safeguarding concerns
- Ensuring all personnel understand their safeguarding responsibilities

### 4. Types of Harm

Eduvision recognises the following forms of harm:

- Physical abuse — any act that causes physical harm to a child
- Emotional abuse — persistent behaviour that harms a child's emotional development
- Sexual abuse — any sexual act or behaviour involving a child
- Neglect — failure to meet a child's basic physical or emotional needs
- Exploitation — using a child for personal, financial, or other gain

### 5. Responsibilities

#### **All Board Members, Staff, Volunteers, and Partners Must:**

- Treat all children with respect and maintain professional boundaries at all times
- Never be alone with a child in a private or unsupervised setting
- Never photograph or film children without written parental or guardian consent
- Never share images or personal information of children on personal platforms
- Report any safeguarding concern immediately — do not investigate it yourself

### **Eduvision as an Organisation Will:**

- Conduct background checks on all staff and volunteers who work directly with children
- Provide safeguarding orientation to all new personnel
- Designate a Safeguarding Lead responsible for handling concerns
- Maintain confidential records of all safeguarding concerns and actions taken

## **6. Reporting a Concern**

Anyone who has a concern about a child's safety must:

- Report it immediately to the designated Safeguarding Lead
- Not attempt to investigate or resolve the situation independently
- Not promise confidentiality to the child or anyone else before hearing the concern

Reports will be handled with confidentiality, sensitivity, and urgency. Where necessary, concerns will be escalated to relevant Ghanaian statutory authorities, including the Department of Social Welfare.

## **7. Breach of Policy**

Any breach of this policy is treated as a serious matter. Depending on the nature of the breach, consequences may include:

- Immediate suspension pending investigation
- Termination of employment, volunteer role, or partnership
- Referral to law enforcement or statutory authorities

## **8. Review**

This policy will be reviewed annually by the Board of Directors and updated as necessary to reflect changes in law, best practice, or organisational context.