



Myna Mahila Foundation

Child Protection Policy

Issued By	Human Resources Department
Validated by	Director, Myna Mahila Foundation
Revised on	November, 2024
Approved by	Board
Last revised on	December, 2023



MISSION

Myna Mahila Foundation is committed to empowering women in underserved communities, providing them with skills, access to resources, and opportunities to lead dignified lives. We recognize that the safety and well-being of children, especially in marginalized communities, are crucial to our mission. This policy aims to ensure that all children interacting with the Foundation are safeguarded from any form of harm or abuse.

STATEMENT OF PURPOSE

Myna Mahila Foundation is dedicated to creating a safe, inclusive, and non-discriminatory environment for all individuals, especially children, who may come into contact with our programs and activities. We aim to protect children from any form of physical, emotional, sexual abuse, or neglect while promoting their overall well-being.

The Child Protection Policy is a statement of intent that outlines our commitment to safeguarding the children in our programs from intentional and unintentional harm. This policy applies to all children interacting with Myna Mahila Foundation, regardless of age, gender, sexual orientation, culture, community, race, caste, religion, language, or socio-economic background.

SCOPE AND APPLICABILITY

This policy is applicable to:

- All staff (full-time, part-time, and contractual), including those on probation
- Volunteers, interns, and trainees associated with Myna Mahila Foundation
- All stakeholders who come in contact with the children, including donors, sponsors, collaborators, partners and community members
- Parents, guardians, and family members accompanying children



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DEFINITIONS

- **Child:** an individual who has not completed the age of 18
- **Young Adult:** an individual between the age of 15 to 29

CORE VALUES

1. **Zero Tolerance for Abuse**

Myna Mahila Foundation has zero tolerance for any form of abuse. We are committed to protecting children from harm, exploitation, or maltreatment.

2. **Accountability of All Stakeholders**

All individuals associated with the Foundation share the responsibility of safeguarding children and ensuring their safety is prioritized in every activity.

3. **Commitment to Children's Rights**

We uphold the rights of children to be treated with dignity and respect, acknowledging that children, especially those from marginalized backgrounds, may be particularly vulnerable to abuse.

4. **Inclusive and Protective Environment**

All programs and activities must foster a protective and inclusive environment that meets the developmental, emotional, and social needs of children.

TYPES OF ABUSE

- **Physical Abuse:** Deliberate infliction of injury or harm on a child.
- **Sexual Abuse:** Any inappropriate sexual activity involving a child, whether directly or indirectly.
- **Emotional Abuse:** Persistent mistreatment that damages the emotional and mental health of a child.
- **Neglect:** The failure to provide necessary care, including but not limited to food, shelter, education, medical attention, and emotional care.



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This includes any & all types of abuse mentioned in any Indian legislation. A child may experience multiple forms of abuse simultaneously.

RISKS OF NON-ADHERENCE TO THE POLICY

- **For Children:** Exposure to harm, neglect, exploitation, and emotional distress.
- **For Staff and Volunteers:** Legal consequences, disciplinary action, and loss of professional reputation.
- **For Myna Mahila Foundation:** Legal repercussions, reputational damage, and potential loss of community trust.

GUIDELINES FOR IMPLEMENTING THE POLICY

1. Commitment from All Personnel

All staff, volunteers, and other stakeholders must acknowledge and sign the Child Protection Policy, agreeing to adhere to its principles and guidelines.

2. Recruitment Protocol

Recruitment of personnel will involve:

- Signing this policy and the accompanying Code of Conduct
- Providing references for verification
- A background check to ensure the safety of children

3. Orientation and Training

- All new staff, volunteers, and interns will undergo a mandatory orientation on child protection within the first 30 days of joining.
- Ongoing training will be conducted annually for all staff, volunteers, and stakeholders.
- Specialized training will be provided on recognizing signs of abuse and how to report concerns.

4. Child Protection Officer

A senior staff member will be appointed as the **Child Welfare Officer (CWO)** [*according to Juvenile Justice (Care and Protection of Children) Act, 2015*] to oversee the implementation of this policy, manage complaints, and liaise with relevant authorities, including law enforcement, if necessary.



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5. Reporting Procedures

- Any suspected or actual breach of this policy must be reported immediately to the Child Protection Officer.
- Reports can also be made directly to the relevant authorities if required. Confidentiality and the child's best interest will be prioritized in all cases.

6. Public Communication and Media

The Foundation ensures that communication and media representation of children under its care do not exploit or sensationalize their situation. Appropriate permissions must be obtained before publishing or broadcasting any material involving children as stated in the Data Governance & Security Policy in adherence to the DPDP Act.

CODE OF CONDUCT FOR ALL ADULTS INTERACTING WITH CHILDREN

All adults working with Myna Mahila Foundation, including staff, volunteers, and visitors, must adhere to the following behavioral guidelines:

- **Do:**
 - Treat children with respect and ensure their safety, dignity, and well-being at all times.
 - Maintain a professional and appropriate relationship with children.
 - Report any signs of suspected abuse or neglect immediately.
- **Do Not:**
 - Engage in any form of physical punishment or aggressive behavior.
 - Use inappropriate language or make demeaning comments.
 - Engage in any sexual, romantic, or inappropriate physical behavior.
 - Take photographs or share personal information of children without prior consent from the Child Protection Officer and the child's guardians.

IMPLEMENTATION AND MONITORING

- **The Board and Senior Management** will demonstrate commitment by consistently supporting and reinforcing this policy.
- **Periodic Audits and Reviews** will be conducted to assess the effectiveness of the policy and the safety of the children in Myna Mahila's care.



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Contact Information for Child Welfare Officer

Name: Dr. Sharddha Kale Kapile

Mobile: 9967031200

Email: shraddha@mynafoundation.com

ACKNOWLEDGEMENT OF CHILD PROTECTION POLICY

I, [employee Name], [Designation], hereby acknowledge that I have read and understood the Child Protection Policy of Myna Mahila Foundation and agree to adhere to the guidelines and principles outlined in the policy.

Signature: _____

Date: _____



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