

MTC Child Protection Guidelines and  
Procedures Workshop for English  
speaking staff and volunteers

June 2014

# WHAT IS CHILD PROTECTION?

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- ▶ Child Protection can be defined as the measures, structures and systems to prevent and respond to abuse, neglect, exploitation and violence affecting children.
- ▶ More simply, it is the things that are in place and the steps that are taken to protect children



# Objective of the Child Protection Policy

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- ▶ Set consistent standards and clear expectations for staff and others who have contact with children at MTC
- ▶ Provide a Code of Conduct on child protection for staff and volunteers
- ▶ Make sure children have access to a safe environment and responsible carers
- ▶ Provide accessible systems for responding to child protection issues
- ▶ Increase awareness for staff on child protection issues



# Overview of the Policy

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- ▶ 1. Outline and objectives
- ▶ 2. Scope
- ▶ 3. Definitions
- ▶ 4. Code of Conduct
- ▶ 5. Procedures for reporting child protection issues at Mae Tao Clinic
  - ▶ 5.1 Reporting requirements
  - ▶ 5.2 Procedure for investigating and reporting suspected or substantiated abuse, exploitation, abandonment or maltreatment of a child
  - ▶ 5.3 Structure for reporting child protection concerns at MTC
- ▶ 6. Child Protection Training
- ▶ 7. Child safe recruitment
- ▶ 8. Child Protection Roles and Responsibilities
- ▶ 9. Review



# Definitions

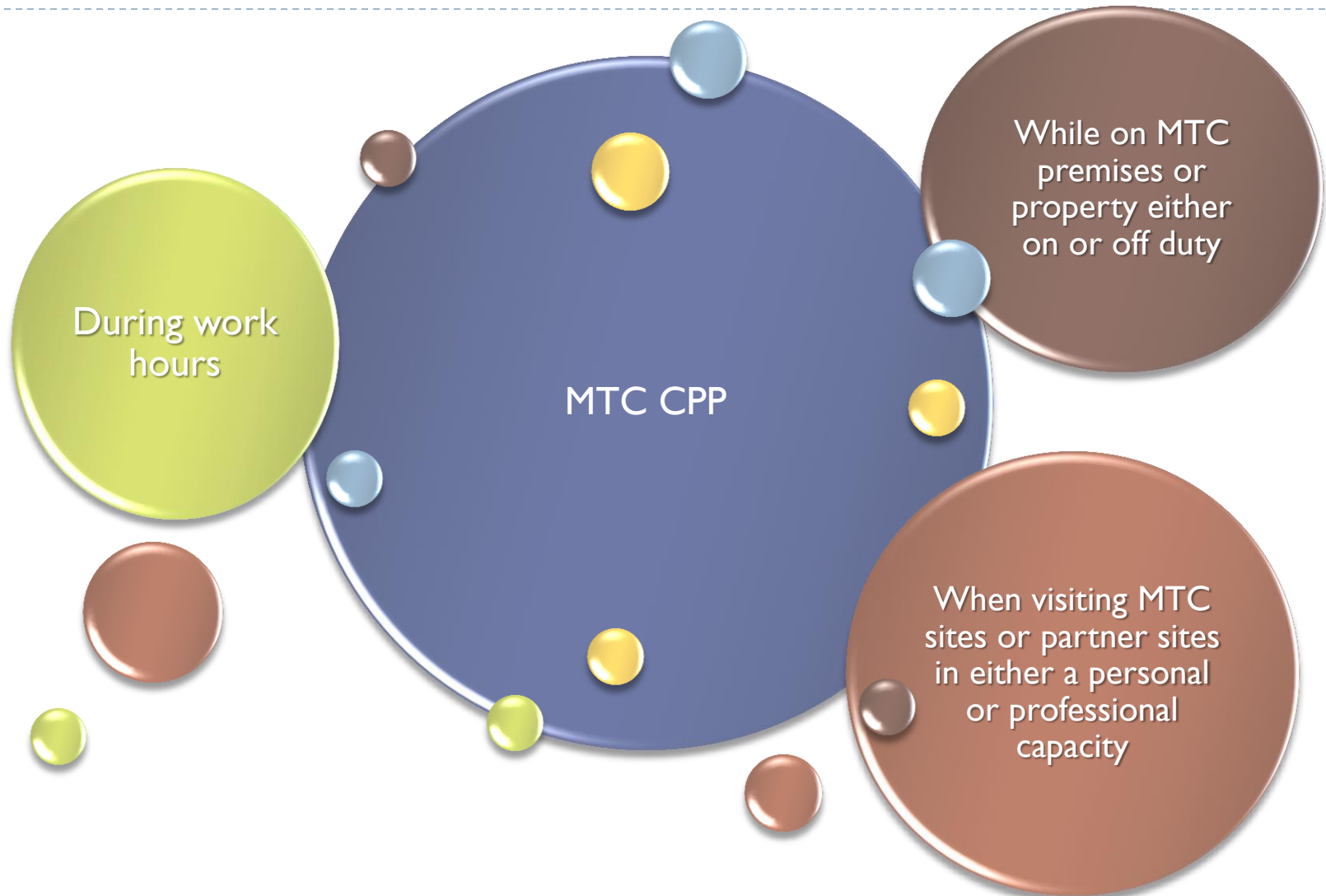
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- ▶ **Best interest of the child** refers to the principle that when making a decision affecting a child it should be made by taking into account how different factors could affect the child. This can include consideration of factors including relevant policies and the rights of others, but the best interest of the child should be the main consideration.
- ▶ **Child** in this policy is defined as every person until the age of 18 as defined in the United Nations Convention on the Rights of the Child (UNCRC)
- ▶ **Child abuse or maltreatment** constitutes all forms of physical and/or emotional ill treatment or abuse, sexual abuse, neglect or exploitation resulting in actual or potential harm to the child's health, survival, development or dignity in the context of a relationship of responsibility, trust or power (WHO).
- ▶ **Child protection** is defined as the measures, structures and systems to prevent and respond to abuse, neglect, exploitation and violence affecting children.
- ▶ **Mandatory reporting** means that people who have contact with children must report any child protection concerns as part of their job.
- ▶ **Mae Tao Clinic (MTC)** is used here to refer to the main site of MTC, as well as other MTC premises including the Child Development Centre (CDC), CDC Boarding houses, Bamboo Children's House (Umpiem), Day Care Centre and Training Centre
- ▶ **MTC personnel** includes all staff, volunteers, medical students, consultants and interns working for MTC



# Scope

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# Process for reporting suspected child abuse

Personnel becomes aware of suspected or substantiated child protection issue:

- *Seeing child abuse occur*
- *Suspecting child abuse has occurred or is occurring*
- *Being informed that a child may have or has been abused*
- *Being informed by a child they have been abused*

Personnel must report the child protection

- issue to a Child Protection Officer (CPO)
- within 24 hours of becoming aware of the issue

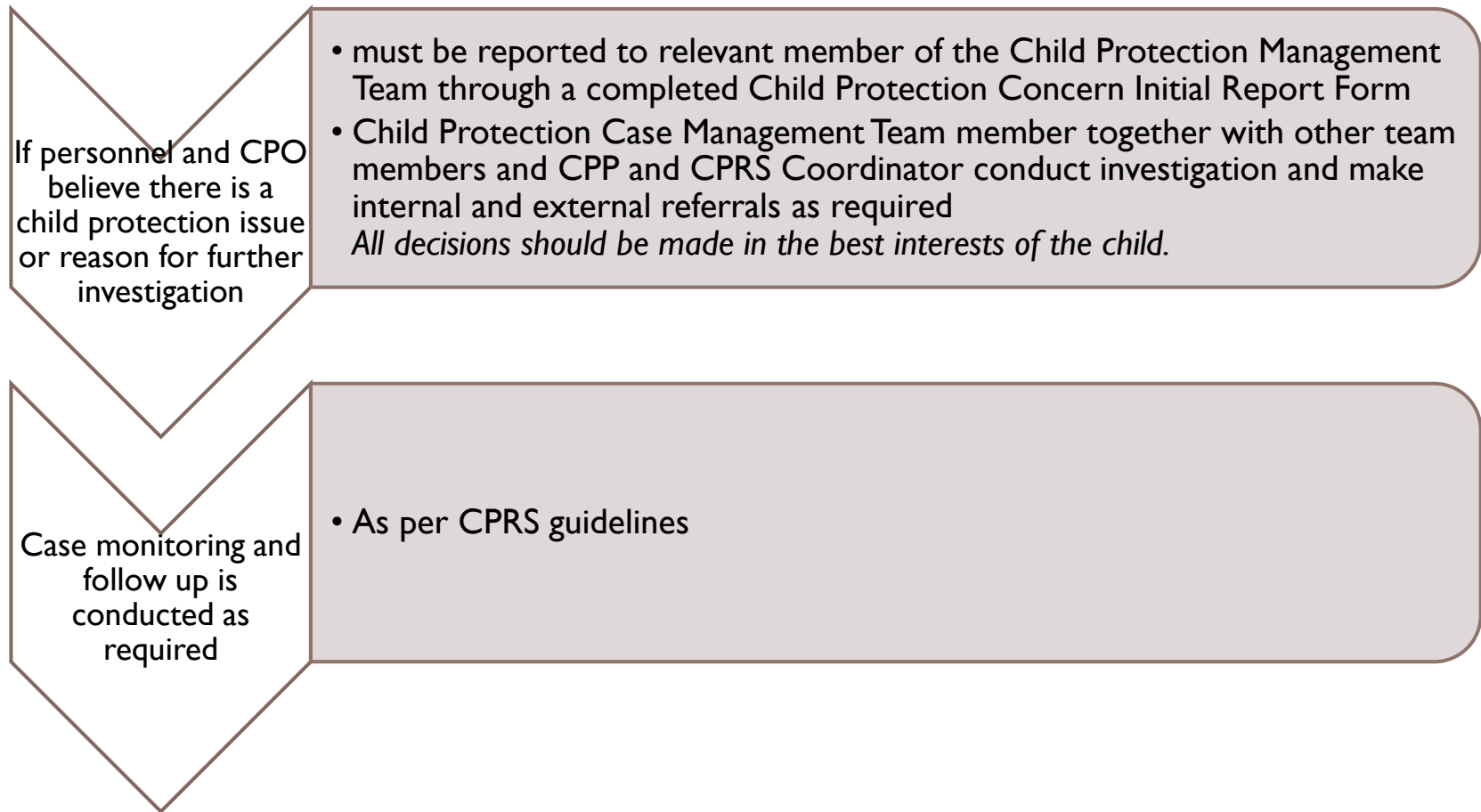
Reporter and CPO follow up on issue through further investigation which may include

- Discussion and interview with the child, and/or their family or guardian
- Discussion with other MTC personnel
- Discussion with others who know the child

*All information from these discussions must be documented in writing*

# Process for reporting suspected child abuse

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# Child Protection concern initial reporting form

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## MTC Child Protection concern initial reporting form from CPO to Case Management Team

<b>CPO and CMT information:</b>		
<i>CPO who completed form:</i>		
Date and time case identified:		
Date and time form completed by CPO:		
CPO Name:		
Department:		
Position		
 <i>Case Management Team who received the form:</i>		
Report form received by (name):	Date:	Time:
Signature:		

1. What is the reason you are concerned? (You can tick more than one box)

Did you see child abuse occur?	<input type="checkbox"/>
Do you suspect a child has been abused or neglected?	<input type="checkbox"/>
Has someone told you they think or they know that a child has been abused or neglected?	<input type="checkbox"/>
Did a child inform you they have been abused or neglected?	<input type="checkbox"/>

2. Does your concern fit any of the following categories of abuse? (You can tick more than one box)

Do you think a child may have been physically abused?	<input type="checkbox"/>
Do you think a child may have been emotionally abused?	<input type="checkbox"/>
Do you think a child may have been sexually abused?	<input type="checkbox"/>

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# Structure for reporting

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# Staff training:

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- ▶ **Over 30 staff across 4 departments:**
  - ▶ Child OPD
  - ▶ Adult OPD
  - ▶ Child IPD
  - ▶ Adult OPD
  - ▶ CRC
  
- ▶ **Training includes:**
  - ▶ Child rights and child protection
  - ▶ Procedures and guidelines for reporting child abuse
  - ▶ Identifying child abuse
  - ▶ Communicating with and interviewing children



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▶ Throw photos in here



# What will happen next?

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- ▶ Integrate Child Protection Policy into HR documents
- ▶ Monitoring and evaluation
- ▶ Plan future training

