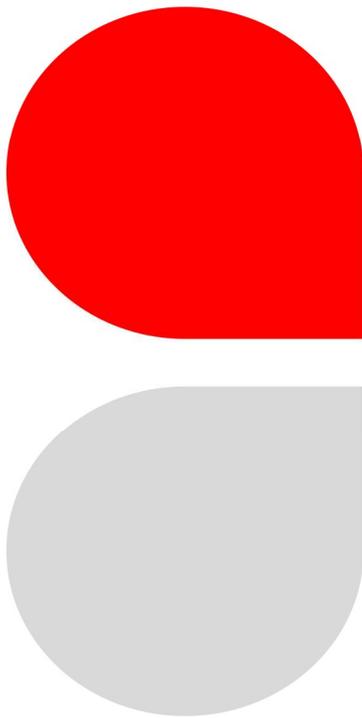




THE TONY ELUMELU  
FOUNDATION



# The Tony Elumelu Foundation

Safeguarding and Child  
Protection Policy



## **SAFEGUARDING AND CHILD PROTECTION POLICY**

Tony Elumelu Foundation Tony Elumelu Foundation (*TEF*) considers all forms of abuse towards children, youth, and vulnerable adults to be unacceptable. Our **Safeguarding and Child Protection Policy** sets out the measures we will take to safeguard children, youth, and vulnerable adults. This includes proactive actions to prevent situations of abuse, harassment, and harm from occurring, and reactive actions to respond to situations where a child, youth, or vulnerable adult is, or maybe, suffering abuse, or exploitation.

**Who is a child?** A child is any human under the age of 18 as stipulated by the UN Convention on the Rights of the Child, 1989.

**Who is considered a youth?** A Youth is an individual in the transitional period between adolescence and adulthood, for this policy, we focus on the group of individuals ages 15 to 25 years old.

**Who is a vulnerable adult?** A person who by reason of disability, age, gender, social and economic status, illness, or the context they are in, may be unable to take care of or protect him or herself against abuse, harm, or exploitation.

As part of our Safeguarding and Child Protection Policy, it is a requirement that all staff including but not limited to all permanent and temporary members of staff; Community based staff or incentive workers; Volunteers and interns; Consultants; Translators; *Tony Elumelu Foundation's* Board of Directors; Invited visitors (including donors/ funders; media/ journalists); Partner organisations; Third-party contractors (i.e. supplies, builders, etc); Members of Tony Elumelu Foundation bodies, academic institutions, associates, and all *Tony Elumelu Foundation's* affiliates, agree to abide by the Safeguarding and Child Protection Policy and have signed it before commencing any work with the Foundations stakeholder. The umbrella term '*Tony Elumelu Foundation affiliates*' will be used to refer to all people associated with *The Tony Elumelu Foundation*.

It is a **Mandatory** requirement that any form of unacceptable behavior which breaches this safeguarding policy must be reported. In the case of situations that are not covered by the safeguarding policy, *Tony Elumelu Foundation* expects its representatives to apply common sense whilst focusing on the "*child, youth and vulnerable adult's best interests*".

***Tony Elumelu Foundation* respects the Convention on the Rights of the Child and the following ten principles:**

- (a) **Equal rights:** all *Tony Elumelu Foundation* staff must respect and promote children, youth, and vulnerable adults' rights. Above all, they must protect the right of everyone to live in safety, without risk of abuse,



violence, neglect, or exploitation.

- (b) **Everyone's responsibility:** the successful implementation of the Safeguarding and Child Protection Policy is based on the individual and shared responsibility of all *Tony Elumelu Foundation* representatives including staff. *Tony Elumelu Foundation* will seek to ensure that partner organizations' programmes also comply with international safeguarding standards.
- (c) **Mandatory, Confidential Reporting:** any suspected violation or any actual violation of the current Safeguarding and Child Protection Policy must be reported immediately to the supervisor or the *Tony Elumelu Foundation* Country Safeguarding Focal Point. Confidentiality will be maintained throughout the entire procedure.
- (d) **Zero tolerance:** *Tony Elumelu Foundation* will not tolerate any form of abuse and will take all necessary measures to implement the Safeguarding and Child Protection Policy
- (e) **Best interest of the Child, Youth, or Vulnerable Adult:** All decisions and actions that affect children, youth, or vulnerable adults will be in accordance with their best interests
- (f) **Do No Harm:** Our responsibility is to minimize harm or exposure to harm for children, youth, and vulnerable adults that may inadvertently result from our programs or operations.
- (g) **Risk management:** *Tony Elumelu Foundation* ensures that risks are identified and minimized from the planning stage through to the implementation stage of activities.
- (h) **Transparency:** With consideration of appropriate communication, all children, youth, and vulnerable adults who come into contact with *Tony Elumelu Foundation* and its partners should understand their rights to safety and protection, risks from participating, unacceptable behavior from *Tony Elumelu Foundation* Staff and affiliates, and how to report/address concerns
- (i) **Participation:** *Tony Elumelu Foundation* recognizes that all children, youth, and vulnerable adults have the right to express their views and interactions and are encouraged to do so as they will be taken seriously. *Tony Elumelu Foundation* also recognizes that meaningful participation enhances the



wellbeing, development, and protection of children, youth, and vulnerable adults.

- (j) **Honouring Dignity:** *Tony Elumelu Foundation* and its affiliates must always treat the people we come in contact with – including children, youth, and vulnerable adults – with dignity and respect for their inherent worth and value as human beings.

**By signing the safeguarding and child protection policy, I explicitly agree that I will always:**

- a) **Be aware of indicators of abuse, violence, neglect, or exploitation**
- b) **Treat children, youth, and vulnerable adults with respect and equality**, regardless of their age, sex, language, religion, opinion, or nationality, ethnic or social origin, status, class, caste, sexual orientation, age, sex, language, religion, opinion, nationality, ethnic or social origin, status, class, caste, sexual orientation, or any other personal characteristics.
- c) **Be aware that many of the children and youth, and some adults we work with may be particularly at risk**, including unaccompanied and separated children, children and youth formerly associated with armed groups, persons with disabilities, and child-headed households.
- d) **Be aware of possible risks *Tony Elumelu Foundation* affiliates, operations, or programs may pose** to children, youth, and vulnerable adults, and the need to prevent these risks.
- e) **Ensure the best interest** of the child, youth, or vulnerable adult is always prioritized above any other objectives
- f) **Comply fully with the host country and local welfare and protection laws** for children, youth, and vulnerable adults, including those in relation to child labor or with international standards, whichever gives greater protection
- g) Comply with the [International Convention on the Rights of a Child](#), [the Guiding Principles on Young People's Participation in Peacebuilding](#), [UN Convention on the Rights of Persons with Disabilities](#), and the [UN Voluntary Compact on Preventing Sexual Exploitation and Abuse](#), as well as relevant donor safeguarding standards.
- h) **Disclose any convictions or investigations related to abuse** (physical, sexual, emotional, psychological, neglect, or exploitation) to which they are



subject

- i) **Report any concerns or suspicions regarding safeguarding violations** to the HR Manager / Ethics & Safeguarding focal point immediately and no later than 24 hours

**By signing the safeguarding and child protection policy, I explicitly agree that I will never:**

- a) **Engage in any form of abuse, exploitation, or neglect**, or put any child, youth, or vulnerable adult at risk of abuse or exploitation
- b) **Hit or physically assault or abuse** children, youth, or vulnerable adults
- c) **Engage in sexual activity or have a sexual relationship** with anyone under the age of 18 years, regardless of the age of consent or custom locally (mistaken belief in the age of a child is not a defense)
- d) **Engage in sexual activity with participants**
- e) **Participate in the** trafficking of persons, procuring commercial sex acts, or using forced labor in the performance of a project
- f) **Develop, encourage, or fail to take action** on relationships with children, youth, or vulnerable adults which could in any way be considered exploitative, inappropriate, sexual, or abusive
- g) **Spend excessive time alone or stay alone overnight** with children, youth, or vulnerable adults benefitting from *Tony Elumelu Foundation's* programmes who are not part of their family, whether in their house, *Tony Elumelu Foundation* office, or elsewhere.
- h) **Condone or participate** in the behavior of children, youth, or vulnerable adults which is unsafe, illegal, discriminatory, or abusive.
- i) **Act in ways to belittle, degrade, humiliate, shame, or perpetrate** any other form of emotional abuse - whether through verbal or digital contact.
- j) **Discriminate against or show preferential treatment** towards particular participants.
- k) **Expose** children, youth, or vulnerable adults to **inappropriate content** including pornography, extreme violence, or otherwise inappropriate



imagery.

- l) Agree with a child, youth, or vulnerable adult to keep a secret that **has implications for their safety or the safety of other young people or vulnerable adults**.
- m) **Take or share photos or videos** of children, youth, or vulnerable adult participants that are degrading, victimizing, or inappropriate, or do not have their informed consent, or are not strictly professional and approved accordingly.
- n) **Place themselves in a position** where they are **vulnerable** to allegations of misconduct.

**If there is a safeguarding concern, I will:** report any concern **within 24 hours** to the safeguarding focal point, senior management, any other members of the HR department, or to Ethics Point – the external firm retained by *Tony Elumelu Foundation* for this purpose.

**I understand that in the event of suspicions or allegations of my violation of the Safeguarding Code of Conduct:**

*Tony Elumelu Foundation* will take any action they deem necessary, which may include, but is not limited to:

- Providing **assistance for the victim** and taking immediate steps to protect and support the child.
- Attempting to **establish the facts** in the most objective manner possible (the presumption of innocence prevails) while protecting the reputation and confidentiality of the adults involved.
- Undertaking **disciplinary actions**, which may result in my suspension or termination of ~~the contract~~
- Initiating **judicial proceedings and/or reporting** to the authorities any violation of the Safeguarding and Child Protection Policy that may breach national legislation.
- Taking **appropriate measures** to ensure that such incidents do not occur again, for example, informing other organizations which may apply for professional references regarding the termination of contract due to violation of the principles of the protection of children (within the legislative framework applicable to the protection of information).



**Declaration of Commitment**

I, the undersigned ..... declare I have received, read, and understood the Elumelu Foundation's Safeguarding and Child Protection Policy and I commit to know and agree to work in accordance with it. I understand that any failure to uphold the Safeguarding and Child Protection Policy may result in the termination of my engagement with The Tony Elumelu Foundation, or further disciplinary or judicial proceedings as mentioned above.

Furthermore, I declare that I have no criminal records regarding an offense towards a child (which I have not previously declared), and nor do I know of any reason why anyone would deem me unsuitable to work with children.

The Tony Elumelu Foundation shall reserve the right to inform other institutions which may apply for professional references of the termination of the contract for serious violation of the principles of the safeguarding and protection of children within the legislative framework applicable to the protection of information.

Date ..... at .....

Print Name .....

Signature .....