



All Indian Rabies Child Safeguarding Code Of Conduct

Thank you for volunteering with AIRO. Your work is going to make a huge difference to the lives of children and animals in some of the poorest communities in India. We take our responsibility for the safety of children on our programmes incredibly seriously. Therefore, we have a Code of Conduct that governs all our work with children.

Code of Conduct

This code of conduct sets out rules for what is, and is not, appropriate and acceptable behaviour around children. These are designed to protect children but are also intended to protect adults from false accusations of inappropriate behaviour or abuse.

This Code of Conduct applies to all AIRO staff, volunteers, consultants, contractors, trustees, advisory committee members, patrons, other AIRO representatives and supporters or visitors to our projects.

If in any doubt you should seek advice from your volunteer coordinator, team leader, project leader or a member of the AIRO Leadership Team.

Key Principles

Remember you are in a position of trust and should always behave professionally and appropriately. Speak and act in ways that respects children, treats them fairly, equally and keeps them safe from harm. As an adult you are always the responsible person accountable for your actions. Mistaken belief in the age of a child is not a defence. Always report any disclosure or concern about a child or the behaviour of another person, no matter who this is. Breaches of this code will be considered misconduct or gross misconduct and will result in dismissal. Where an ambassador or partner organisation breaches this code of conduct, AIRO will sever ties with that person or organisation.

DON'T

- Enter a school without necessary legal permission from the appropriate authorities and approval of the headmaster/mistress/principal.
- Collect personal information on children without approval from your supervising member of staff and the consent of their guardian.
- Share confidential or personal information about a pupil or her/his family.



- Take photographs of children without informed consent from the child and/or child's parent/guardian, school or partner organisation responsible for the child at that time. Consent can be given verbally or in writing depending on the circumstances and local law, but consent must be given before any image is used for publicity, fundraising, awareness-raising or other purpose.
- Give personal contact information to a child and/or contact a child outside of a staff members' professional life.
- Be alone with a child at any time. No child or young person should be in or invited into the home or vehicle of a staff member or volunteer. Where a situation occurs such as having to accompany a child to hospital then your supervising staff member must be notified immediately.
- Visit a child's home unaccompanied even if their parent/ guardian is at home. Staff and volunteers will need to enter homes where children are present during door-to-door vaccination drives, but this will occur when you are working as part of a vaccination team according to an agreed schedule that is under the supervision of an AIRO staff member.
- Hit or hurt a child physically (hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm) or emotionally (intimidation, exclusion, humiliation, or embarrassment). All AIRO representatives must adhere to this regardless of local custom and practice.
- Do things of a personal nature that a child could do themselves, including dressing, removing clothing, bathing, or personal grooming.
- Be alone with a child; even if with a parent/carer; invite a child to your home.
- Engage in or allow sexually provocative games with children to take place; kiss, hug, fondle, rub or touch a child in an inappropriate or culturally insensitive way; use sexually suggestive language about or in front of a child or expose children to sexually explicit images. Sexual activity with a child under the age of 18 is always strictly prohibited. Mistaken belief of the age of the child is not a defence.
- Give a personal gift of any kind to a child. If you would like to give a gift to a child then you should contact your supervising member of staff, who will notify the in-country Child Safeguarding Officer and decide on whether it is appropriate. It is never appropriate to give alcohol, drugs or cigarettes to a child.
- Use language or behave in ways that may frighten, embarrass, shame or humiliate a child; use derogatory language or show discrimination on grounds of race, culture, age, gender, disability, religion, sexuality, or political persuasion.



DO

- Wait for appropriate physical contact to be initiated by the child e.g. holding hands during a game or activity. Physical contact must always be socially acceptable in line with cultural views and issues of gender and in a safe and supervised environment, such as a classroom.
- Use the 'two adults' rule where two or more adults supervise any activity involving children. Encourage teachers and/or teaching assistants to stay and observe or participate in lessons that you are giving.
- Ensure all communication with children is transparent, open to scrutiny and reserved for official channels and visits during agreed projects. Personal email, phone or social media accounts should never be used.
- Report if a child initiates inappropriate contact to your line-manager or Child Safeguarding Officer as this may be a sign of abuse.
- Report any breaches of this code to your line-manager or Child Safeguarding Officer.
- Report any disclosures of abuse by children to your line manager or a paid member of staff so that they can follow local safeguarding procedures.
- Seek advice from your line manager, Child Safeguarding Officer or AIRO staff member if you are in any doubt about appropriate interactions with children.

Photographs

If you are a visitor to one of our projects and would like to take some photos of your trip, then the person coordinating your visit will give you specific advice on taking photographs. In general, we are happy that visitors take photographs provided that this follows any guidance you have been given and the children and people you photograph are happy to take part. If you intend to use photographs for any publicity (e.g. your own organisation's website) then please speak to the person coordinating your visit as this may require additional consent from children and families.

Statement of Commitment

I _____ have read and understood AIRO' Child Safeguarding Code of Conduct. I agree to comply fully with its requirements. I understand that any breach of this Code of Conduct will result in my dismissal or removal from an AIRO project.



_____ (Print name)

_____ (Signature)

_____ (Position, Role or relationship to
AIRO)

_____ (Date)