



## CHILD PROTECTION POLICY - L'AQUILONE SCS

### Standard 1: Policy

The organisation develops a policy that describes how it is committed to preventing and responding appropriately to harm to children

#### Introduction

1. L'Aquilone SCS is a not-for-profit organisation
2. L'Aquilone SCS is based at Sesto Calende (Varese), Italy
3. L'Aquilone SCS is managed by a management board (the Board). One of the management board has particular responsibility for safeguarding children.
4. The Board has adopted this safeguarding children policy and expects every adult working or helping at L'Aquilone SCS to support it and comply with it. Consequently this policy shall apply to all staff, managers, trustees, directors, volunteers, students or anyone working on behalf of L'Aquilone SCS.

#### Legal Framework

This policy has been drawn up in accordance with the following acts: the Children Act 1989; the United Convention of the Rights of the Child 1989; the General Data Protection Regulation; the Human Rights Act 1998; the Sexual Offences Act 2003; the Children Act 2004 ; the Safeguarding Vulnerable Groups Act 2006; the Protection of Freedoms Act 2012; the Children and Families Act 2014; the Special educational needs and disability (SEND) code of practice - Guidance on the special educational needs and disability (SEND) system for children and young people aged 0 to 25, from 1 September 2014; Information sharing: advice for practitioners providing safeguarding services o Working together to safeguard children (2017).

#### Purpose of the Policy

1. This policy is intended to protect children and young people who receive any service from us, including those who are the children of adults who may receive services from us.
2. As organisation, we want to achieve the shared interest of our community. We work towards the human

*L'AQUILONE SCS - Sede: Via Vittorio Veneto 13 B, 21018 Sesto Calende VA – C.F./Part. IVA 02150100127  
Trib. Busto Arsizio n.27782 Reg. Soc. – C.C.I.A.A. VA n.234538 – Reg.Prefett. Sez. VII n.291 - Sez. VIII n.33  
Albo Regionale delle Cooperative Sociali Sez. A n181 – Albo Nazionale delle Società Cooperative n.A132964  
Telefono 0331.913579 - fax: 0331.913579 – mail: [laquilonescs@laquilonescs.it](mailto:laquilonescs@laquilonescs.it) – [www.laquilonescs.it](http://www.laquilonescs.it)  
Indirizzo di posta elettronica certificata (PEC): [laquilonescs@legalmail.it](mailto:laquilonescs@legalmail.it) – codice destinatario: USAL8PV*



promotion and social integration of all members of the society, especially by taking care of children, youth and their families. We believe that no child or young person should experience abuse or harm and we are strongly committed to protecting children and young people. This policy is intended to provide guidance and overarching principles to those who represent us as volunteers or staff, to guide our approach to child protection and safeguarding.

### **Overall risks**

Not all the children have unfortunately the chance to live in a safe and happy environment: there are many situations where children may be abused and we have the responsibility to keep them safe from:

- Sexual abuse
- Grooming
- Physical and emotional abuse and neglect
- Domestic violence
- Inappropriate supervision by staff or volunteers
- Bullying, cyber bullying, acts of violence and aggression within our schools and campuses
- Victimization
- Self-harm
- Unsafe environments and activities
- Crime
- Exploitation

### **Basic Principles that guide our actions**

We recognize:

- the importance to promote the well-being and development of all children
- the right of children to equal protection from harm, regardless of race, gender, religious belief,

***L'AQUILONE SCS - Sede: Via Vittorio Veneto 13 B, 21018 Sesto Calende VA – C.F./Part. IVA 02150100127  
Trib. Busto Arsizio n.27782 Reg. Soc. – C.C.I.A.A. VA n.234538 – Reg.Prefett. Sez. VII n.291 - Sez. VIII n.33  
Albo Regionale delle Cooperative Sociali Sez. A n181 – Albo Nazionale delle Società Cooperative n.A132964  
Telefono 0331.913579 - fax: 0331.913579 – mail: [laquilonescs@laquilonescs.it](mailto:laquilonescs@laquilonescs.it) – [www.laquilonescs.it](http://www.laquilonescs.it)  
Indirizzo di posta elettronica certificata (PEC): [laquilonescs@legalmail.it](mailto:laquilonescs@legalmail.it) – codice destinatario: USAL8PV***



disability, age, sexual orientation or identity

- that some children are more vulnerable to harm, as a result of their circumstances, prior experiences, communication needs or level of dependency. For these reasons, they need a stronger safeguarding. It is fundamental to cooperate with parents and/or guardians of children to achieve and protect their well-being

### **Focus on the prevention of bullying**

We will not tolerate the bullying of children either by adults or by other children. If any incident of child-on-child bullying should arise at a L'Aquilone SCS event, those involved will be separated immediately and the parents of the children involved will be asked to deal with the matter. The Team will review all incidents of child-on-child bullying and assess the likely future risk to children. If appropriate, the Team will consider banning a child from future events, but only in full accordance with the rules and procedures of L'Aquilone SCS.

### **Publicising the Policy**

The policy is available on the internet site of the organisation.

The policy is available to all staff, volunteers and families.

A copy of the policy is provided to all the new employees of the organisation.

### **Standard 2: People**

The organisation places clear responsibilities and expectations on its staff and associates and supports them to understand and act in line with these.

### **Definition of Harm to Children**

*“Child abuse or maltreatment constitutes all forms of physical and/or emotional mistreatment, sexual abuse, neglect or negligent treatment or commercial or any other exploitation, resulting in actual or potential harm to a child’s health, survival, development or dignity within the context of a relationship of responsibility, trust or power”.* (Report of the Consultation on Child Abuse Prevention – WHO, 2002)

**L'AQUILONE SCS - Sede: Via Vittorio Veneto 13 B, 21018 Sesto Calende VA – C.F./Part. IVA 02150100127**  
Trib. Busto Arsizio n.27782 Reg. Soc. – C.C.I.A.A. VA n.234538 – Reg.Prefett. Sez. VII n.291 - Sez. VIII n.33  
Albo Regionale delle Cooperative Sociali Sez. A n181 – Albo Nazionale delle Società Cooperative n.A132964  
Telefono 0331.913579 - fax: 0331.913579 – mail: [laquilonescs@laquilonescs.it](mailto:laquilonescs@laquilonescs.it) – [www.laquilonescs.it](http://www.laquilonescs.it)  
**Indirizzo di posta elettronica certificata (PEC): [laquilonescs@legalmail.it](mailto:laquilonescs@legalmail.it) – codice destinatario: USAL8PV**



Abuse is anything which prevents harmonious growth of a child or adolescent, not respecting their needs and not protecting them physically and psychologically. It therefore includes not only commissive behaviors, such as physical, sexual or psychological mistreatment, but also omissive behaviors, relating to parents' inability to provide adequate material or emotional care for their child.

## **Roles**

A Child Protection Officer (CPO) who has the responsibility of managing any reports of abuse against children and young people, by discussing it with the members of the Governing Board, is appointed within the organisation. The CPO has the duty to report the alleged abuse to the competent authorities, local services and to any specialized resources available in the area for the protection of children and adolescents.

The reporting procedure ensures that the best interests of the child are always respected and it is founded on two fundamental values:

- **Privacy:** the names of those who made the report shall not be published. The identity of the accused shall not be published either, unless the case is discussed before the judge and witnesses are required to be heard;
- **Fairness:** if the accused, is an employee, a volunteer or a member of the Board of the organisation, they will be supported by L'Aquilone SCS, by virtue of the legal principle, innocent until proven guilty.

**Who can report:** reports can be made by children, adolescents, parents, families. They can also be submitted by a volunteer, an employee, a member of the board of the organisation or by any of the partners or anyone who collaborates, in any way, with L'Aquilone SCS.

Anyone who works within the organisation, or collaborates with it in any way, has an obligation to report suspected abuse or exploitation of minors when the alleged perpetrator is a member of staff, regardless of whether there are specific reports or only unconfirmed suspicions. The priority of each staff member to whom abuse is reported is in every case, the protection of the child. The procedure also gives staff the opportunity to report abuse when the alleged offender is outside the organisation. All reports must be



made immediately and within 24 hours, unless it is impossible or impractical to do so, due to exceptional circumstances.

### **Behaviour protocols/code of conduct**

Adults supervising children at L'Aquilone SCS events must never use any form of corporal punishment. Only if physical restraint is absolutely essential\*, in order to prevent injury to any person or to prevent serious damage to property, may the minimum necessary restraint may be applied.

Unacceptable behaviour at L'Aquilone SCS events for unaccompanied children will generally be stopped by separating the children from each other and from the group. The miscreants will be suitably supervised and will be returned as soon as possible to the care of their parents.

L'Aquilone SCS may apply a further disciplinary sanction; namely the banning of the child from one or more future events over the following 18 months.

A parent who is aggrieved by this ban may appeal to L'Aquilone SCS who will hear the views of all relevant persons. The decision of L'Aquilone SCS is then final.

\*such as situations involving children with Autism or ODD (Oppositional Defiant Disorders)

### **Recruitment of the staff**

L'Aquilone SCS Recruitment process starts with the identification of jobs applications, after the publication of vacancies in which our organisation outlines its commitment to child safeguarding. The HR staff analyze the job requirements, review applications, screen CV and select the right candidate with job interviews. A safer recruitment method is chosen designing our recruitment process in order to deter unsuitable applicants from applying for roles with vulnerable groups, and to identify and reject them if they do. To carry out a safer recruitment process, L'Aquilone SCS:

- provides for a specific discussion with candidates regarding the organisation commitment;

**L'AQUILONE SCS - Sede: Via Vittorio Veneto 13 B, 21018 Sesto Calende VA – C.F./Part. IVA 02150100127**  
*Trib. Busto Arsizio n.27782 Reg. Soc. – C.C.I.A.A. VA n.234538 – Reg.Prefett. Sez. VII n.291 - Sez. VIII n.33*  
*Albo Regionale delle Cooperative Sociali Sez. A n181 – Albo Nazionale delle Società Cooperative n.A132964*  
*Telefono 0331.913579 - fax: 0331.913579 – mail: [laquilonescs@laquilonescs.it](mailto:laquilonescs@laquilonescs.it) – [www.laquilonescs.it](http://www.laquilonescs.it)*  
**Indirizzo di posta elettronica certificata (PEC): [laquilonescs@legalmail.it](mailto:laquilonescs@legalmail.it) – codice destinatario: USAL8PV**



- Carefully plans recruitment process timeline. This will ensure enough time to thoroughly vet each candidate;
- Carries out pre-employment checks;
- Ensures staff members are appropriately trained for their duties.

## **Training**

L'Aquilone SCS guarantees at least one person each year are trained on child protection. This continuous training guarantees a team with strong working knowledge of child protection and with experience and knowledge of how NGOs work in the field. The trainings aim to help the employees to be more child-focused and to raise awareness on child abuse and child protection.

### **Trainings' Objectives:**

- To define child abuse, locally and internationally.
- To examine the influence of local cultural practices, traditions and faith on the welfare of children.
- To identify the ways organisations and communities protect children.
- To identify the things that put children at risk.
- To raise awareness of local legislation and procedures for protecting children.
- To identify the signs, indicators or clues children give us that someone is hurting or abusing them.
- To recognize the things that stop us responding to those signs.
- To recognize the many things that stop children telling when they are being abused.
- To identify the need for organisations to have written procedures to be followed when child abuse concerns are raised.
- To outline the benefit of having child protection standards.
- To identify key areas of strength and risk in organisations.
- To build awareness and understanding about the nature of sexual abusers and how they operate within an organisational context.
- To identify the steps organisations can take to reduce the risk of sexual abusers accessing children through their organisation

## **Agreement with partners and partnership with families or communities**

*L'AQUILONE SCS - Sede: Via Vittorio Veneto 13 B, 21018 Sesto Calende VA – C.F./Part. IVA 02150100127  
Trib. Busto Arsizio n.27782 Reg. Soc. – C.C.I.A.A. VA n.234538 – Reg.Prefett. Sez. VII n.291 - Sez. VIII n.33  
Albo Regionale delle Cooperative Sociali Sez. A n181 – Albo Nazionale delle Società Cooperative n.A132964  
Telefono 0331.913579 - fax: 0331.913579 – mail: [laquilonescs@laquilonescs.it](mailto:laquilonescs@laquilonescs.it) – [www.laquilonescs.it](http://www.laquilonescs.it)  
Indirizzo di posta elettronica certificata (PEC): [laquilonescs@legalmail.it](mailto:laquilonescs@legalmail.it) – codice destinatario: USAL8PV*



In case of projects and initiatives with partners, L'Aquilone SCS shares its Child Protection Policy with other organisations, communities or families in order to inform them on its policy.

### **Standard 3: Procedures**

The organisation creates a child-safe environment through implementing child safeguarding procedures that are applied across the organisation.

#### **Reporting rules**

Legal obligation of all employees to report situations prejudicial to minors (criminal ambit).

A "prejudicial" situation is one occurring in the home or outside where the minor is subjected to suffering, distress or neglect such as to impair his/her potential for growth and development. Offences against minors are prosecutable ex officio (the Judiciary may intervene without any need for a formal complaint by the injured party. All that is required is that a magistrate be notified of the offence). If any L'Aquilone SCS employees come to hear of such offences (or sufficiently substantiated suspicion thereof), they are in duty bound to report. The report is co-signed by the President of L'Aquilone SCS and therefore sent to a tribunal.

#### **Risk assessment**

Before starting any event for unaccompanied children, L'Aquilone SCS will carry out a risk assessment and then take steps to minimise all risks to health and safety. Parents and children will be made aware of the risks steps to be taken to minimize those risks. The Board will keep a record of all risk assessments.

Sufficient adults must be present at any event for unaccompanied children to enable one adult to deal with any emergency while another adult supervises the children not directly affected by the emergency.

#### **Safeguarding children during events/activities**

There are three kinds of events/activities:

- those open to adults and children of all ages,  
*L'AQUILONE SCS - Sede: Via Vittorio Veneto 13 B, 21018 Sesto Calende VA – C.F./Part. IVA 02150100127  
Trib. Busto Arsizio n.27782 Reg. Soc. – C.C.I.A.A. VA n.234538 – Reg.Prefett. Sez. VII n.291 - Sez. VIII n.33  
Albo Regionale delle Cooperative Sociali Sez. A n181 – Albo Nazionale delle Società Cooperative n.A132964  
Telefono 0331.913579 - fax: 0331.913579 – mail: [laquilonescs@laquilonescs.it](mailto:laquilonescs@laquilonescs.it) – [www.laquilonescs.it](http://www.laquilonescs.it)  
Indirizzo di posta elettronica certificata (PEC): [laquilonescs@legalmail.it](mailto:laquilonescs@legalmail.it) – codice destinatario: USAL8PV*



- those for children accompanied by a 'parent',
- those for unaccompanied children, which are sometimes run alongside other events/activities.

At events and activities open to all ages, children under 12 must be accompanied throughout by an adult over the age of 18 who not only brings the child but also takes the child home again afterwards. Young people aged 13 or more may attend unaccompanied if they bring the written consent and mobile telephone number of one of their parents.

At events and activities for children accompanied by a 'parent', children under 12 must be supervised throughout the event by an adult over the age of 18 who not only brings the child to the event but also takes the child home again afterwards. If a single adult brings more than one child, then all the children will have to stay together, so that the adult can supervise them. Young people aged 13 or more may attend unaccompanied if they bring the written consent and mobile telephone number of one of their parents.

At events and activities for unaccompanied children, children under the age of 12 must be enrolled by a responsible adult before being left with the event leader. The enrolment must record the child's name, age and address and the names and addresses of the child's parents, plus the parents' mobile telephone numbers. Young people aged 13 or more may attend unaccompanied if they bring the written consent and mobile telephone number of one of their parents.

Both event and activities are to be defined broadly to include any occasions where L'Aquilone SCS will be providing a service.

### **Photographing children**

No photos will be taken or published of any child attending an event or activity unless prior written permission is sought from a person with parental responsibility. If any person has any concerns regarding any person taking photos at an event or activity, that person should contact L'Aquilone SCS immediately.

### **Disclosure and barring**

L'Aquilone SCS offers the following activities for children: individualized assistance, youth policies and

***L'AQUILONE SCS - Sede: Via Vittorio Veneto 13 B, 21018 Sesto Calende VA – C.F./Part. IVA 02150100127  
Trib. Busto Arsizio n.27782 Reg. Soc. – C.C.I.A.A. VA n.234538 – Reg.Prefett. Sez. VII n.291 - Sez. VIII n.33  
Albo Regionale delle Cooperative Sociali Sez. A n181 – Albo Nazionale delle Società Cooperative n.A132964  
Telefono 0331.913579 - fax: 0331.913579 – mail: [laquilonescs@laquilonescs.it](mailto:laquilonescs@laquilonescs.it) – [www.laquilonescs.it](http://www.laquilonescs.it)  
Indirizzo di posta elettronica certificata (PEC): [laquilonescs@legalmail.it](mailto:laquilonescs@legalmail.it) – codice destinatario: USAL8PV***





youth centres, school and extra-school services, prevention labs inside and outside school, cultural and art activities

The Team will take very seriously any allegation of impropriety on the part of any member of L'Aquilone SCS. A member of L'Aquilone SCS who discovers anything amiss should get in touch immediately with the following: Mr. Marco Bernardi.

The Team will review the allegation and the likely risk to children and, if appropriate, will consider banning the member from future events or revoking his or her membership or both, but only in full accordance with the rules and procedures of L'Aquilone SCS.

#### **Standard 4: Accountability**

The organisation monitors and reviews its safeguarding measures with a periodic internal audit report (each 6 months).

NOTE: This Policy was approved on 23/03/2020 and is due for review every 1 year

The President

**L'AQUILONE**  
Società Cooperativa Sociale  
Via Vittorio Veneto n. 13/B  
21018 SESTO CALLENDE (VA)  
Partita I.V.A. n. 02150100127