

# Children's Safeguarding Policy for the Haus der FrauenGeschichte, Bonn, Germany

The whole team of the Haus der FrauenGeschichte (House of Women's History), Bonn, Germany and its external partners are committed to the Child Safeguarding Standards.

We abide by the duty of care to safeguard and promote the welfare of children and young people and are committed to safeguarding practice that reflects statutory responsibilities, government guidance and complies with best practice requirements.

- We recognise the welfare of children is paramount in all the work we do and in all the decisions we take
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation has an equal right to protection from all types of harm or abuse
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

## Our Team:

Our team consists of experienced educators, especially Dr. Katrin Winter, the museum education officer. She is mainly responsible for making sure that all young people taking part in the activities offered by our museum to them comply with the child safeguarding measures. All other team members have equally many years of experience in working with children and young people and are at the same extent committed to the Child Safeguarding Standards. For our team as well as all external experts and partners who are working or volunteering with children among our activities offered to a young public, we make clear that child abuse by staff, volunteers and associates will not be tolerated. This applies also to the conduct towards children with whom we have contact, outside the work environment as well as inside. Another contact person for the children, who works at the House of Women's History and is available as a neutral interlocutor, is the chairwoman of the museum Alma Hannig, who has studied museum education and worked in this field with children for many years. At the beginning of an activity with a new group of children, she will be introduced to the participants as a person of trust for any complaints or concerns.

## Purpose:

We will:

- protect children and young people who receive our services from harm.
- provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

This policy applies to anyone working for the House of Women's History, including paid staff, volunteers, and students. Failure to comply with the policy and related procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the work with us.

## **“Do no harm” policy:**

We are clearly committed to the “Do no harm” principles as defined in the Child Safeguarding Standards: Child safeguarding is the responsibility that organisations have to make sure their staff, operations, and programmes do no harm to children, that is that they do not expose children to the risk of harm and abuse, and that any concerns the organisation has about children’s safety within the communities in which they work, are reported to the appropriate authorities.

## **Definitions:**

**Child Abuse:** Children may be vulnerable to neglect and abuse or exploitation from within their family and from individuals they come across in their daily lives. There are 4 main categories of abuse, which are: sexual, physical, emotional abuse, and neglect. It is important to be aware of more specific types of abuse that fall within these categories, they are:

- Bullying and cyberbullying
- Child sexual exploitation
- Child Criminal exploitation
- Child trafficking
- Domestic abuse
- Female genital mutilation
- Grooming
- Historical abuse
- Online abuse

**Safeguarding children:** Safeguarding children is defined as:

- protecting children from maltreatment.
- preventing impairment of children’s health or development.
- ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.
- taking action to enable all children to have the best outcomes.

## **We believe that:**

- children and young people should never experience abuse of any kind
- we have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them

## **We seek to keep children and young people safe by:**

- valuing, listening to and respecting them
- involving them in developing codes of good behaviour for staff and for children.
- discussing with children what makes them feel safe and unsafe and agree on ways for children to complain if they have a concern about themselves or their friends.
- adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- recording and storing and using information professionally and securely, in line with data protection legislation and guidance

- sharing information about safeguarding and good practice with children via one-to-one discussions
- making sure that children know where to go for help if they have a concern
- using our procedures to manage any allegations against staff and volunteers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- ensuring that we have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.

### **The assumed highest Risk and how we try to cope with it**

In our work we deal with women who lived historical crises and the impact as war, persecution, forced labor, etc. We will work with propaganda material as well as pictures, films and other sources documenting victims and their suffering. These original documents could emotionally disturb the children. We will always carefully select the material in consultation with specialists of didactics of history at the university of Bonn. We will refrain from explicit depictions of violence wherever they have no relevance to the aims of the chosen activities with the children. As part of the evaluation of every activity we give the opportunity to all participants to reflect on this topic, to share their perceptions and thoughts about it. The mutual communication and interaction should contribute to averting as much emotional and psychological harm as possible from the children. Dr. Katrin Winter, the museum education officer who is introduced to the young people as a person of trust from the beginning of every activity offered to them, is always present during this part of evaluation.

### **Training and Awareness:**

The team of the House of Women's History ensures that an appropriate level of safeguarding training is available to any relevant person linked to our work.

For all employees who are working or volunteering with children, this requires them as a minimum to have awareness training that enables them to:

- understand what safeguarding is and their role in safeguarding children.
- recognise a child potentially in need of safeguarding and take action.
- understand how to report a safeguarding alert.
- understand dignity and respect when working with children.
- have knowledge of the Safeguarding Children Policy.

### **Confidentiality and Information Sharing:**

We request all team members and all external partners and associates offering contributions to our work to maintain confidentiality. Information will only be shared in line with the General Data Protection Regulations (GDPR) and Data Protection.

However, information has to be shared with the Local Authority if a child is deemed to be at risk of harm or contact the police if they are in immediate danger, or a crime has been committed.

## **Use of Mobile Phones and other Digital Technology:**

All members of the team and the external persons offering contributions to our work are obliged to commit to our procedures regarding the use of mobile phones and any digital technology and understand that it is unlawful to photograph children and young people without the explicit consent of the person with parental responsibilities.

Approved by: Alma Hannig, Dr. Caroline Smout and Annika Kreuziger (Board of the Haus der FrauenGeschichte)

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Review interval: 2 years

Next review due: April 2025



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Alma Hannig

(Chair and Legal Representative)