



**A PRACTITIONER'S TOOLKIT**

**Making water, sanitation and hygiene safer through improved programming and services**

**Toolset 3-G**  
Codes of conduct, peer mentoring

**TS3-G-5 – Child protection policies: WaterAid and International Save the Children Alliance**

<p><b>Context</b></p>	<p>This case study provides an overview of two policies on gender equality of international organisations – WaterAid and the International Save the Children Alliance.</p> <p>WaterAid is an international non-governmental organisation whose mission is to transform lives by improving access to safe water, improved hygiene and sanitation in the world’s poorest communities.</p> <p>The International Save the Children Alliance is the world’s leading independent children’s rights organisation, with members in 28 countries and operational programmes in more than 100.</p>
<p><b>Implementing organisations</b></p>	<p>WaterAid and The International Save the Children Alliance.</p>
<p><b>Description of good practices</b></p>	<p><b>A – WaterAid’s Child Protection Policy, 2008</b></p> <p>The WaterAid Protection Framework, Child Protection Policy aims to reduce risks of child abuse and ensure that WaterAid representatives understand issues of child protection and are aware of the problems of child abuse. It also aims to minimise organisational risks and ensure WaterAid’s duty of care is covered through implementing procedures in recruitment, placement and management that are designed to safe guard children through good practice.</p> <p>The policy includes policy commitments, child protection procedures and additional resources.</p> <p><b>Policy commitments</b> – These identify:</p> <ul style="list-style-type: none"> <li>• That the policy covers all WaterAid representatives including WaterAid staff, WaterAid volunteers, consultants and supporters of WaterAid, and other participants on visits organised by WaterAid.</li> <li>• How child abuse is defined to include physical abuse, emotional abuse, neglect, sexual abuse, bullying, racism and exploitation.</li> <li>• That it prohibits sexual activity with any child under the age of 18 years of age.</li> <li>• That WaterAid maintains the principle that the rights of the child are paramount, that WaterAid representatives have a duty to protect children and report any allegations of abuse using the reporting procedure operating in the particular country, and that requirements to report to statutory or other bodies should be identified from each country.</li> <li>• That WaterAid will ensure that all WaterAid representatives are made aware of the Child Protection Policy. It does not specify that it will train all personnel, but identifies that it will form part of the WaterAid Code of Conduct.</li> </ul>

**Child protection procedures** – Includes sections on:

- Aims.
- The responsible officer and their roles.
- Responsibilities to report – for all WaterAid representatives.
- Reporting procedures – for allegations involving members of staff, volunteers or consultants.
- Reporting procedures – for allegations involving someone external to the organisation (partner, family member).
- Confidentiality – it notes that as much confidentiality as possible is maintained and that information is only shared with appropriate people. However, confidentiality should not be promised, as this cannot be guaranteed – because, for example, there may be requirements to report to statutory bodies.
- Partners – it notes that WaterAid will encourage partners to adopt appropriate child protection standards in their work [but does not require this as a compulsory requirement for working with WaterAid].
- Preventative measures:
  - Relating to the recruitment, selection and employment of staff;
  - On the use of information technology – to prevent online exploitation of children;
  - On the recording and use of images – in line with its Ethical Photography Policy;
  - Relating to risk assessments and programme design – such as designing activities to remove any unsupervised contact with children;
  - Relating to fundraising – discussing issues around contact with children when fundraising; and
  - Relating to the code of conduct – which all staff, volunteers, consultants and participants are required to sign (noted as currently under development in 2008).

The procedures note that WaterAid is not a child protection agency and does not have the expertise to investigate or deal with allegations of abuse. It therefore states that its responsibility is to take action to ensure the safety of the child by passing relevant information to the appropriate authorities or agencies.

**Additional resources** – These include:

- A sample reporting form;
- Guidance on recording information; and
- An optional checklist to help gather local information – taken from the Keeping Children Safe Coalition; this provides a list of key protection actors and policies/conventions – such as legal resources, police and judiciary, health services, NGOs, inter-agency forums and community-related systems.

#### **B – Save the Children UK’s Child Safeguarding Policy, 2013**

The policy includes, but is not limited to:

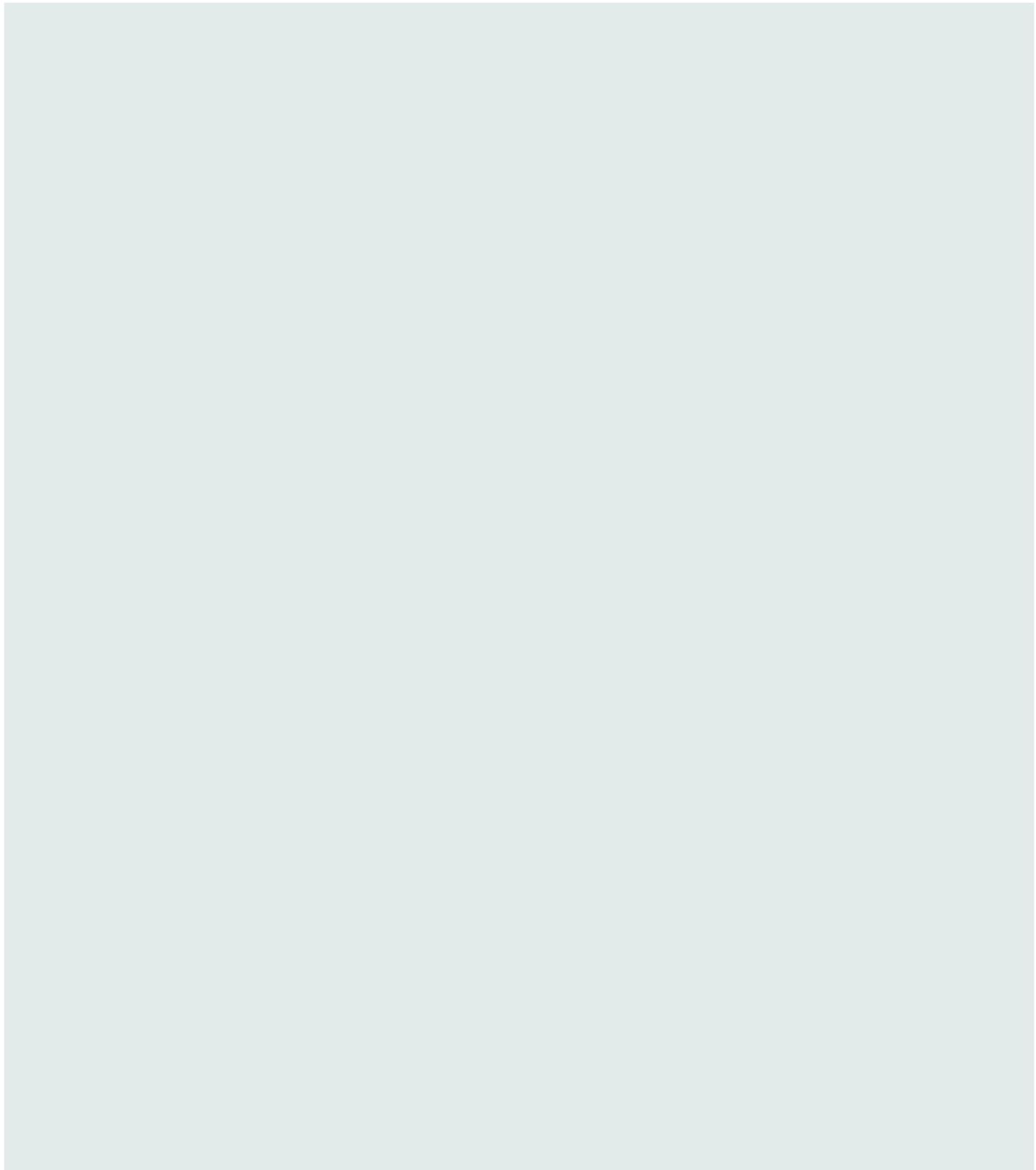
- Policy statement.
- Rules:
  - Notes that Save the Children identifies anyone under 18 as a child;
  - Notes that everyone involved with Save the Children, including partner organisations, consultants, supporters etc., must follow the policy;

- Provides guidance on what all staff and representatives must do, including: when there are concerns over child abuse or exploitation, identifying and minimising potential situations of risk, and undertaking induction and training on this policy;
  - Provides guidance on what all staff and representatives should not do, including: how they should treat children and what they should not do with/to children;
  - Identifies that all formal/contractual relationships between Save the Children and partners, individuals or organisations which bring the latter into contact with children must include agreement on the rules contained within the Child Safeguarding Policy; and
  - All Save the Children staff will undertake child safeguarding training within three months of joining the organisation, with a refresher session after two years.
- Reporting channels.
- It also directs staff to other key documents:**
- Child Safeguarding Local Procedures
  - Child Safeguarding – Reporting Suspected Abuse and Safe Child Participation Policies
  - Contracts with Implementing Partners Policy
  - Whistleblowing Policy

### References/Links

The following documents can be found in the supporting information folder on the USB:

- WaterAid (2008) *Global People Management Framework, Child Protection Policy*. London, UK: WaterAid. ([on USB stick](#))
- Save the Children UK (2013) *Child Safeguarding Policy*. London, UK: Save the Children. ([on USB stick](#))



**VIOLENCE  
GENDER  
& WASH**

**A PRACTITIONER'S TOOLKIT**

**Making water, sanitation and  
hygiene safer through improved  
programming and services**

**Toolset 3-G**

**Codes of conduct,  
peer mentoring**