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CHILD PROTECTION POLICY

Pro Progressione

Effective Date: 25/04/2025

Approved by: Barna Petrányi

1. Introduction

Pro Progressione (hereinafter “PP”) is committed to ensuring that every child involved in our activities is safe, even though our core profile is not specifically child-centred. Children may participate in our cultural and artistic programmes, including events, workshops and performances. This Child Protection Policy (hereinafter “Policy”) sets out how PP protects children in line with applicable legislation and recognised best practice.

2. Purpose and Scope

The purposes of this Policy are to:

- Define PP’s commitment and guiding principles on child safeguarding.
- Set clear expectations for PP employees, volunteers, contractors and partners.
- Provide procedures for responding to child-safety concerns.

This Policy applies to:

- All PP staff (full-time, part-time, interns and volunteers).
- External experts or subcontractors working on behalf of PP.
- Project partners whose activities involve children together with PP.

3. Principles

1. **Best Interests of the Child** – decisions and actions concerning children prioritise their safety and welfare.
2. **Zero Tolerance** – PP does not tolerate child abuse, exploitation or neglect in any form.
3. **Non-Discrimination** – all children are treated equally regardless of background, gender, religion, disability, ethnicity or any other status.
4. **Confidentiality & Data Protection** – personal data relating to children are handled responsibly in accordance with PP’s Privacy, Data Management and Data Security Policy.
5. **Partnership & Transparency** – PP cooperates with parents, carers, schools and other child-focused institutions to ensure consistent protection and support.

4. Roles and Responsibilities

- **Chief Executive Officer (CEO):** Has ultimate accountability for approving this Policy and ensuring its organisation-wide implementation.
- **Management:** Ensures the Policy is applied across all relevant programmes and that child-protection risks are addressed.
- **Staff and Volunteers**: Must comply with the Policy, remain alert to potential child-protection issues and raise concerns with their line manager or the designated focal person.
- **Designated Focal Person:** Márton Gábor Csaba, Head of the Arts Pillar.
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  Main tasks: monitor child-safeguarding aspects across PP, advise colleagues and, where necessary, coordinate the handling of any reports or incidents.

5. Safe Recruitment and Selection

- **Formal criminal-record certificates are not mandatory**; however, PP reviews professional background and experience working with children for roles where contact with minors is expected.
- **References** – where appropriate, professional references are obtained to confirm suitability.

6. Code of Conduct

- Treat all children with dignity and respect.
- Never engage in or tolerate child abuse, exploitation, neglect or harassment.
- Maintain appropriate professional boundaries and avoid behaviour that could be misinterpreted.
- Report any concern immediately following the procedure in Section 7.

7. Reporting Procedure

If anyone believes a child is at risk of harm or has been harmed:

1. **Internal Review** – report immediately to the line manager or the Designated Focal Person. PP conducts an internal assessment.
2. **Immediate Measures** – if a child's safety is in imminent danger, PP takes steps to protect the child (e.g., separating them from the alleged source of harm).
3. **External Notification** – where required, PP informs the relevant authorities or child-protection services in line with applicable legislation.

Whenever possible, reports are documented in writing (date, time, parties involved, description of concern).

8. Data Protection

All data relating to children are managed in compliance with PP's "Privacy, Data Management and Data Security Policy", including secure storage, restricted access and appropriate retention periods.

9. External Partnerships and Sub-Contractors

If partners or subcontractors carry out activities with children alongside PP, they must adhere to this Policy.

10. Review and Amendment

- **Annual Review** – the Policy is reviewed each year to ensure it remains current and effective.
- **Ad-hoc Updates** – the Policy may be amended at any time should circumstances require.

11. Staff Awareness and Training

Upon the Policy's entry into force, PP will organise a one-off training session delivered by the Hintalovon Child Rights Foundation, covering core safeguarding principles and good practices. Subsequently,

before any event or programme that involves children, the preparation process will expressly revisit child-safeguarding considerations and define the steps to be followed during implementation.

12. Child Participation

Obtain the necessary parental or guardian consent.

- Before the event: provide written information to registered or ticket-buying guardians, including a copy of this Policy.
- At the start of the event: give verbal (and, where relevant, written) information to children and their guardians about the programme and the key safeguarding points.
- Maintain a friendly, supportive environment where children feel able to give feedback or raise concerns.

13. Policy Approval

This Policy is approved by the Chief Executive Officer of Pro Progressione. Any amendments or additions likewise require the CEO's approval.

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