

POLICY ON PROTECTION AND SAFEGUARDING OF CHILDREN

Support My School's Policy on Protection and Safeguarding of Children adheres to the universal protection of rights of children.

All parties associated with Support My School in its programs must abide by this policy.

Promoting the Protection and Safeguarding of Children

1. All parties must follow the [Universal Declaration of Human Rights and the Convention on the Rights of the Child](#).
2. Support My School prioritises the safety and nurturing of all children.
3. Therefore, Support My School and **its partners'** staff members and non-staff personnel, as well as, individual consultants and contractors, must commit to non-discrimination against any children on the basis of race; colour; sex; language; sexual orientation; gender identity; religion; political or other opinion; national, ethnic or social origin; disability; birth (or other) status; or the status, activities, expressed opinions, or beliefs of the child's parents, legal guardians, or family members. Conduct that undermines the protection and safeguarding of children is prohibited.
4. Conduct that undermines the protection and safeguarding of children is prohibited under this policy. Conduct that violates international and national legal requirements with regard to children (including with regard to child labour), is prohibited, as is the use of persons under the age of 18 as household servants.
5. Support My School co-founders in collaboration with the **human resources focal person and child protection focal person** will take into account all relevant factors prioritising the best interests of the child, when handling any cases of violating the terms of this policy.
6. When working with collaborators, Support My School will promote following its policy and all the relevant national and international policies for child protection and safeguarding.
7. **Support My School and its partners'** staff members and non-staff personnel, and Support My School individual consultants and contractors, must report all relevant incidents and/or news that a staff member, non-staff personnel or Support My School individual consultant or contractor has engaged in conduct that is prohibited by this Policy.
8. All collaborators of Support My School must ensure that their personnel report all reasonable suspicions that a staff member or non-staff personnel, or an individual consultant or contractor, has engaged in conduct that is prohibited under this Policy.
9. Support My School staff members and non-staff personnel, and Support My School individual consultants and contractors, are required to report all reasonable suspicions that the personnel of a civil society partner, supplier or vendor (including corporate consultants

and contractors, and academic or research institutions), corporate partner have engaged in conduct that would be prohibited by this Policy.

10. Violations of this policy should be reported to the HR or designated focal person chosen by the co-founders. Once reported, the designated team should conduct due diligence on the report.

11. While the team investigates the situation, all parties must respect and follow the process.

12. Parties violating the investigation process are subject to further action as determined by the investigating team.

13. Acts and violations of criminal nature shall be reported to the relevant entities as advised by the legal team.

14. Violations of this policy by external parties to Support My School shall be handled as per the investigation team created on a case-by-case basis and advised by the policies relevant to all authorised entities including the national legal system.

15. The investigation process shall be kept confidential as needed keeping in mind the safety and health of the children involved.

16. This Policy comes into effect on August 1, 2023.

17. This Policy will be reviewed as needed.