

CHILD PROTECTION POLICY



EXPLORA, THE MUSEUM OF CHILDREN OF ROME

REV: 00 06/09/21



*Document approved by the Board
of Directors on August 30th, 2021*

Introduction



The Museo dei Bambini Società Cooperativa Sociale Onlus, founded in 1998, was registered with the Chamber of Commerce and Albo delle Cooperative Sociali and is a member of the Confederazione Cooperative Italiane, Federsolidarietà, Confcooperative – Unione Provinciale di Roma, is a non-profit company with a female majority, which was established to create and run Explora the Children's Museum of Rome, a permanent structure dedicated to children, schools and families. It endorses the national contract for social cooperatives.

The cooperative is governed by an EN ISO 9001:2008-certified quality management system for the design and supply of educational and recreational activities for children aged 0-12 (Certificate no. IQ-0607-01 issued by Dasa-Rägister).

The Museo dei Bambini SCS Onlus is run based on a series of documents defining the Museum's services and regulating the cooperative's practices: the Cooperative's Articles of Association, Charter of incorporation, Mission, Statement of objects, Internal Rules, Chart of Services, Yearly Performance Improvement Plans, Financial statements, Social Reports and Code of Ethics.

Specifically, the Code of Ethics approved by the shareholders' meeting on August 26th 2019, addressing employees and contractors, is based on different regulating principles such as democracy, integrity, professionalism and competence, loyalty and includes the following paragraph "CHILDREN PROTECTION":

Specifically, the Code of Ethics approved by the shareholders' meeting on August 26th 2019, addressing employees and contractors, is based on different regulating principles such as democracy, integrity, professionalism and competence, loyalty and includes the following paragraph "CHILDREN PROTECTION": MdB is committed to promoting childhood well-being and safeguard and protecting children and adolescents. Moreover, MdB disapproves of any form of abuse and exploitation against them and spreads the protection culture for minors in its workplace and among its stakeholders. All MdB staff personnel shall stick to the highest standards of behaviour towards children and adolescents, both in their professional and private life.



1. OBJECTS

The Museo dei Bambini SCS Onlus adopts its own "Child Protection Policy" with the following objects in mind:

- increase protection of minors in its projects and activities, directly and/or indirectly, when in contact with boys and girls;
- raise awareness of the children protection for its staff, both employees and contractors, visitors and persons involved in activities and projects.

This document considers 4 standards - policy, persons, procedures and update - and is based on:

- the United Nations Convention on the Rights of the Child, approved by the United Nations General Assembly on November 20th, 1989 and ratified by Italy on May 27th, 1991, law no. 176;
- Keep Children Safe, Child Safeguarding Standards and how to implement them.

2. COMMITMENTS

The Museo dei Bambini SCS ONLUS is committed to:

2.1) Raising awareness and making our employees and contractors (also with ad hoc training), our visitors, and the staff involved in projects and activities, partners in Italy and abroad, more aware of children protection by also explaining, adequately and on specific events, about how to act in case of reporting.

2.2) Protecting and keeping the museum structure and all spaces and places safe for the events and outdoor activities set up by the cooperative, adopting all the necessary measures such as:

- compliance with the legislation in force requiring the employer to request criminal records certificate according to Legislative Decree no. 39 dated March 4th 2014, for new hires;
- making available, spreading and disseminating the Code of Ethics and this document for children protection.

2.3) Reporting abuse, by training and informing its employees and contractors about how to proceed and report abuse to their supervisor and the management which will follow the investigations with the authorities and keep in touch with families/victims of such abuse





2.4) Monitoring and updating, based on its standard of quality, this document on a yearly basis when ISO audit will take place (in-house inspection and independent audit), by reporting any situations that might have occurred, non-compliance, corrective/preventative actions and subsequent improvement plans. The quality manager is the Museum's management.

3. APPLICATION

3.1) Teaching, educational and scientific activities for boys and girls

Professionalism and competence must clearly qualify the role of facilitators and/or operators (such as artists and educators of other structures and museums), in their direct commitment with minors in the various services provided such as summer centres, workshops for families, workshops for schools taking place within or outside the structure or squares for festivals or special events, in classrooms or businesses.

Facilitators and operators (such as artists and educators of other structures and museums) in their task to provide activities should promote reciprocal respect and active listening with a positive attitude also to prevent discrimination and mobbing acts.

3.2) Communication, Social Media and Photographic Archive

on website <https://www.mdbbr.it/archivio-foto>

The Museo dei Bambini SCS Onlus is often engaged and involved in activities such as:

- collecting and documenting images/videos of activities for reporting of national/international projects;
- collecting and documenting images/videos of activities for internal documentation and image archives;
- interviews and focus groups with boys and girls for national/international projects to collect information and inputs in shared design.

As to images, videos and interviews, the Museo dei Bambini SCS Onlus always asks in advance for:

Consent for images to parents/teachers through dispatching/delivering, reading and signing of the disclaimer for images. No photographic/video material is collected without prior signed consent.

If parents do not grant consent, we proceed as follows:

- 1) detecting a group of minors whose parents granted their disclaimer for images;
- 2) if what is stated in item 1 above is not the case, parents and minors will be asked to wear an adhesive for recognition.

Consent for interviews will be requested in advance to parents and teachers, who will receive information on the theme dealt with, as well as consent for children to be interviewed. Interviews requested by journalists or other external personnel will be always carried out in the presence of the museum employees.

Collection of disclaimers in digital and/or paper form, classified based on date/event/year by the Graphic Design office and/or ticket office, (camp).





Respectful representation of children, paying attention to the images that are taken and those that are published, in the respect of vulnerable children.

Photographic/Video Archive (<https://www.mdbri.it/archivio-foto>)

Consented images are safely stored in the museum archive for future reference of activities, events and projects. Specifically, the website page "Photographic Archive", in the respect of privacy, reads as follows:

All images have been published with consent.

To request the removal of images, write to privacy@mdbri.it

To request high-resolution images for publications and press: see the page Press or write to ufficiostampa@mdbri.it

3.3) Staff recruitment and hiring as described in item 2.2) subject to signing this document as well as other documentation required.

3.4) Training for employees including casual contractors having direct contact with children while working, providing ad hoc training, booklets and materials and, if envisaged, follow-up meetings with partners dealing with children and their protection.

3.5) Spreading, sharing and making this document available to the whole staff, employees, contractors, casual workers and consultants of the cooperative that have direct contact with children.

This document is:

- available on the website home page;
- available for download in Italian and English;
- available in graphic and infographic form

4. CODE OF CONDUCT FOR EMPLOYEES

The code of conduct for the cooperative's employees, contractors, casual workers and consultants is part of the above mentioned Code of Ethics, based on the principles highlighted and provides for a standard of conduct.

Any breach of this document and the Code of Ethics will determine disciplinary actions, including the unilateral termination of the work contract.



5. COMPLIANCE CONTROLLER



The compliance controller is the management in the person of the Chairman of the Board of Directors who controls the document's annual review and improvement.

The management supervises and monitors as follows:

- the whole staff (employees and/or contractors and/or consultants) on duty should read and sign this document for acceptance;
- the procedure is incorporated into the ISO Quality Management System to collect notifications, non-compliance and/or violations;
- checks and implements, if needed, the document after each new in-house inspection and independent audit;

Our mission:

- Foster and help children's natural urge to learn with exciting suggestions and exhibits, designed for all age groups.
- Offer parents and children a chance to share this exciting experience, which will allow children to grow up and adults to rediscover childhood.
- Offer teachers and children exciting and innovative non-disciplinary experiences to be followed up in class;
- Create interest and positive attitudes in children and their caregivers towards cultural interaction, cooperation, respect for other people and the environment;
- Bring children and adults closer to science and research by promoting culture, knowledge, and new technologies.



INTERNAL SUPPORTING DOCUMENTS

Code of Ethics approved by the shareholders' meeting on August 26th 2019 paragraph dedicated to CHILDREN PROTECTION

"MdB is committed to promoting the childhood well-being, protection of children, boys and girls, and adolescents. Moreover, MdB disapproves of any form of abuse and exploitation against them and spread the protection culture for minors in its workplace and among its stakeholders. All MdB staff shall stick to the highest standards of behaviour towards children, boys and girls, and adolescents, both in their professional and private life.

https://www.mdb.it/wp-content/uploads/2019/09/Codice_Etico_Rev002019.pdf

external supporting documents

- Convention on the Rights of the Child

Adopted and opened for signature, ratification and accession by General Assembly resolution 44/25 of 20 November 1989 entry into force 2 September 1990, in accordance with article 49

<https://www.ohchr.org/EN/ProfessionalInterest/Pages/CRC.aspx>

- Keep Children Safe

Child Safeguarding Standards and how to implement them

https://ec.europa.eu/info/sites/default/files/standards_child_protection_kcsc_en_1.pdf