



SAFEGUARDING AND PROTECTION POLICY

Kabalega Foundation is committed to protecting the rights, safety, and dignity of all individuals involved in our work, particularly vulnerable and marginalized groups such as children, women, people with disabilities, and other at-risk populations. Our **Safeguarding and Protection Policy** outlines our commitment to preventing harm, abuse, exploitation, and neglect in all our activities and programs.

1. Purpose and Scope

The purpose of this policy is to define the safeguarding standards for Kabalega Foundation and ensure that all individuals involved in our programs, activities, and operations are protected from harm and abuse. This policy applies to all staff, volunteers, partners, contractors, and anyone associated with the Foundation, including beneficiaries and community members.

2. Commitment to Safeguarding

Kabalega Foundation is committed to creating a safe environment where everyone is treated with respect, dignity, and fairness. We take a zero-tolerance approach to any form of abuse, exploitation, or harm, including but not limited to:

- **Physical, sexual, and emotional abuse**
- **Neglect or abandonment**
- **Exploitation and trafficking**
- **Discrimination, harassment, and bullying**

We recognize that safeguarding is not just about protecting individuals from harm but also empowering them to voice concerns, feel supported, and participate in safe and protective environments.

3. Definitions

For the purposes of this policy, the following definitions apply:

- **Safeguarding:** The proactive approach to prevent the abuse, neglect, or exploitation of individuals and to ensure their physical, emotional, and psychological well-being.
- **Abuse:** Any form of mistreatment that causes harm to an individual, including physical, sexual, emotional, or neglectful behavior.
- **Exploitation:** Taking unfair advantage of an individual, including for personal, financial, or professional gain.
- **Harm:** Any act or omission that causes damage to a person's physical, mental, or emotional state.

4. Responsibilities

- **Board of Trustees:** Ensure that safeguarding policies and practices are integrated into the Foundation's strategic objectives and that there is oversight of safeguarding efforts.
- **Executive Leadership and Managers:** Ensure implementation and enforcement of safeguarding policies, providing guidance and training for staff and volunteers.
- **Staff and Volunteers:** Adhere to safeguarding standards, report any concerns or incidents of abuse or exploitation, and participate in safeguarding training.
- **Partners and Contractors:** Ensure that any third-party organizations or individuals involved in the Foundation's work also adhere to safeguarding standards.

5. Safeguarding Principles

Kabalega Foundation is committed to the following core safeguarding principles:

1. **Zero Tolerance of Abuse:** Any form of abuse, exploitation, or harm will not be tolerated, and perpetrators will face disciplinary action, including termination and legal prosecution, where appropriate.
2. **Child Protection:** We recognize that children are particularly vulnerable and require additional protection from abuse and exploitation. All programs and activities involving children will adhere to child protection guidelines.
3. **Respect for Rights and Dignity:** We will ensure that all individuals are treated with dignity and respect, free from discrimination or harm.
4. **Prevention:** We will take active steps to prevent any form of harm from occurring, including staff and volunteer screening, providing safe spaces, and implementing appropriate risk management.
5. **Empowerment and Participation:** We will ensure that individuals have access to safe channels to report concerns and that they are involved in decisions affecting their well-being.
6. **Confidentiality and Safety:** Any concerns raised will be treated confidentially, and all investigations will be conducted with care to protect the safety and privacy of those involved.

6. Reporting Safeguarding Concerns

Kabalega Foundation encourages everyone to report any suspicions or concerns about safeguarding violations or misconduct. Reports can be made through the following channels:

- **Designated Safeguarding Focal Point:** A staff member designated to receive and address safeguarding concerns.
- **Anonymous Reporting:** Safeguarding issues can be reported anonymously through a secure and confidential process.
- **Whistleblower Policy:** Staff, volunteers, and partners can also utilize the Foundation's Whistleblower Policy to report concerns without fear of retaliation.

Reports will be taken seriously, and an investigation will be initiated promptly. All reports will be handled with confidentiality, and individuals will be protected from retaliation.

7. Safeguarding in Recruitment and Selection

Kabalega Foundation is committed to safeguarding during recruitment and selection. All staff, volunteers, and contractors will undergo:

- **Background checks:** This includes criminal record checks, reference checks, and ensuring that individuals have not been previously involved in any form of abuse, exploitation, or exploitation-related activity.
- **Safeguarding Training:** All new employees and volunteers must complete mandatory safeguarding training before starting work with the Foundation.
- **Code of Conduct:** All staff and volunteers will be required to sign and adhere to the Foundation's Code of Conduct, which includes safeguarding provisions.

8. Training and Awareness

To ensure effective safeguarding practices, all staff, volunteers, and board members will:

- **Participate in Safeguarding Training:** Regular training sessions will be provided on safeguarding, including understanding abuse and exploitation, reporting mechanisms, and recognizing the signs of abuse.
- **Ongoing Awareness:** Continuous awareness programs will ensure that all staff and stakeholders understand their safeguarding responsibilities, especially in high-risk environments.

9. Responding to Safeguarding Incidents

If a safeguarding incident is reported or identified, Kabalega Foundation will take immediate action:

- **Investigation:** An independent investigation will be conducted to determine the facts of the case.
- **Support for Victims:** The Foundation will provide immediate support to the individual(s) affected, including medical, psychological, and legal assistance where needed.
- **Disciplinary Action:** Any individual found to have violated the safeguarding policy will face disciplinary action, which could include dismissal, legal action, or other consequences as appropriate.
- **Confidentiality:** All reports and investigations will be handled confidentially to protect the safety and privacy of all parties involved.

10. Partnership and Stakeholder Engagement

Kabalega Foundation recognizes that safeguarding is a shared responsibility. We will ensure that all partners, suppliers, contractors, and stakeholders are:

- **Committed to Safeguarding:** All partners must comply with safeguarding principles and policies.
- **Clear Safeguarding Procedures:** Safeguarding expectations will be incorporated into partnership agreements, contracts, and Memoranda of Understanding (MOUs).

11. Monitoring and Evaluation

The Foundation will regularly monitor and evaluate the effectiveness of its safeguarding policies and practices to ensure they remain relevant, effective, and in line with best practices. This includes:

- Regular reviews of safeguarding incidents and responses.
- Annual reviews of safeguarding training programs.
- Feedback from beneficiaries, staff, and partners on safeguarding practices.

12. Policy Review and Updates

This Safeguarding and Protection Policy will be reviewed and updated regularly to reflect any changes in legislation, emerging risks, or best practices in safeguarding. All updates will be communicated to staff, volunteers, and stakeholders.

Kabalega Foundation is dedicated to ensuring the safety and protection of all individuals involved in its programs, particularly vulnerable groups. By adhering to this Safeguarding and Protection Policy, we aim to foster an environment of trust, respect, and security for all. We expect all staff, volunteers, and partners to share this commitment and to act in the best interests of those we serve, protecting them from any form of harm, exploitation, or abuse.

Signed:



Date: 04/01/2020

Executive Chairperson