



Child protection policy of Ljubljana Pride Association

The activities of the Ljubljana Pride Association include collaboration with schools and other organizations working with children and youth. Therefore Ljubljana Pride Association respects existing national legislation in the fields of education, social, family, and criminal law for the protection of children, as well as international charters and documents related to human rights and children's rights, such as the UN Convention on the Rights of the Child and the UN Declaration on the Rights of the Child, the Council of Europe Convention on Human Rights, The International Child Safeguarding Standards and adheres to high ethical and professional qualifications standards when working with children and youth. At the Ljubljana Pride Association, we expect all adults involved in the organisation's activities to fully embrace and implement the principles and regulations we uphold.

In accordance with the UN Convention on the Rights of the Child, for the purposes of this document, a child is defined as any person under the age of 18.

POLICY

The purpose of this document is to provide a set of principles and minimum standards to create a safe environment for children and youth within the activities of the Ljubljana Pride Association. This document is intended to ensure that employees, external associates, trainers, peer educators, organisational elected representatives and volunteers understand, accept, and receive support in fulfilling their duties to protect children.

The Ljubljana Pride Association is committed to safeguarding the highest standards of child safety and well-being, the rights of children, including protecting children from all forms of abuse and exploitation. The Ljubljana Pride Association has zero tolerance for child abuse and is committed to upholding the highest standards of ethical behavior when working with children.

Ljubljana Pride Association adheres to the "do no harm" principle, prioritizing the safety, dignity, and well-being of children above all else. These guidelines aim to provide a framework for ensuring the protection of children participating in our programmes and activities.

This policy is mandatory for all those who work for or on behalf of Ljubljana Pride Association in any and all activities where children are directly involved as participant, beneficiaries or take active part as organisational members or volunteers. Each person working with children therefore adheres to:

- Treat children and young people in a manner that respects their rights, integrity, and dignity, considers their best interests, and does not expose them to harm or damage.
- Ensures that children and young people are treated on an equal basis regardless of gender, nationality or ethnic origin, religious or political beliefs, age, physical or mental health, sexual orientation, and gender identity, family, socio-economic, cultural background or any other circumstance that would be grounds for discrimination.
- All children and young people have equal rights to protection from abuse and exploitation.



- Will maintain confidentiality and will not disclose personal details of those involved in child protection concerns, including the names of those raising concerns unless it is necessary to pass on information to ensure that a child is protected.
- The participation of children and young people in any Ljubljana Pride Association activity is voluntary and may be terminated at any time. According to the law of associations any person above the age of 15 can become a member of an association and can participate in its activities and any person above 16 years of age can be involved in research activities. For any other forms of participation of children (minors) Ljubljana Pride Association seeks parental or legal guardian consent or relies on the consent of the partner institution – such as a school or a public youth center.
- The Ljubljana Pride Association does not tolerate any abuse or exploitation of children and is committed to raising awareness among all employees and collaborators and encouraging them to take responsibility for preventing abuse and protecting children.

EMPLOYEES AT THE LJUBLJANA PRIDE ASSOCIATION

The child protection policy applies to all employees at the Ljubljana Pride Association, regardless of their status, including volunteers and external associates and experts. All must meet the requirements of the organisation – including those in the national law on volunteering and the labour law; and understand the sanctions that apply to violations of this policy.

Employees and collaborators of the Ljubljana Pride Association who work with children will receive a copy of this document, which is also available electronically. Any individual at the Ljubljana Pride Association found to be violating the guidelines will be immediately removed from their position, and appropriate measures will be taken in accordance with this policy, the governing structure of the association and national legislation.

For each (new) employee and collaborator joining the Ljubljana Pride Association in working with children, a background check may be conducted through certificates from the Ministry of Justice and district courts, which the employee or collaborator must provide in accordance with the labour contract specifications.

All staff/collaborators must be alert to any signs indicating that a child needs help. The Ljubljana Pride Association ensures that employees and collaborators are involved and will participate in a rapid response in case of abuse, high-risk situations, or disclosure.

Any reported incident will be addressed promptly, following this document, the organization's mission, and legislation. Information will be handled securely, without compromising the safety of the affected child or the person reporting the incident.

All children involved in Ljubljana Pride Association activities are informed about this policy and their right to report any concerns or violations.

The principle of the least intrusive intervention will be considered, avoiding institutional abuses due to the repetition of activities or their implementation under inappropriate conditions.



IMPLEMENTATION AND REPORTING PROCEDURE

While the President and team leader of the Ljubljana Pride Association (hereinafter referred to as the President) has the prime responsibility for the implementation of this policy, all employees/collaborators, including volunteers, are responsible for immediately reporting any concerns or suspicious activity to the designated person or directly to the President.

Every instance when a child is involved in one of our activities, a person will be designated to oversee the implementation of this policy and be the on-site person for receiving reports and complaints. The President must immediately be informed of any complaint or report.

If the situation entails mental health risks the professional staff with certification in social-care (socialno-varstveni izpit) will be the designated person to guide the protocol and reactions and will give instructions to all the other staff.

Additionally, all employees and collaborators who notice any suspected violation regarding child protection must report it immediately to the President. Children involved in Ljubljana Pride Association activities have the right to report any suspected violations on site to the designated person or directly to the President. Reports can be made in person, by phone (+386) 040 773 586, and by email (info@ljubljanapride.si).

The President records the report and all relevant information in writing.

Upon receiving the report, the President conducts an initial assessment of the report and immediate risks to the safety and welfare of the child and takes measures to address these risks (e.g., temporary removal of the employee from their position, referral of the child to other support mechanisms). The President assesses whether the suspected violation should be immediately reported to the authorities (police, social welfare centre). If the complainant is not the affected child, the President prepares a plan for involving the affected child and their caregiver in the process.

After the initial assessment, the President takes measures, if necessary, to gather all necessary additional information and conducts inquiries with the involved parties. If the report has been forwarded to the competent authorities, the president cooperates with the investigation conducted by the competent authorities.

After evaluating the report of the alleged violation, the President makes a decision to resolve the situation. In the case of a minor violation, the President collaborates with the person who reported it to determine how to appropriately resolve the situation. If a serious violation is reported, the President informs the relevant authorities (police, social welfare center). If the report constitutes a violation of the contractual obligations of a Ljubljana Pride Association employee, the President initiates disciplinary proceedings or a termination process in accordance with national legislation.

The President regularly informs the person who reported the violation and/or the affected child and their caregiver about the progress of the process, the measures taken, and any final decisions made.

During the process, the President ensures that the privacy and personal data of the person who reported the violation and/or the affected child are protected in accordance with the Ljubljana Pride Association's privacy policy and national legislation.

In the situation that a complaint would be raised against the actions of the President, the person making the complaint can issue the complaint to any of the associations Programme Coordinators



and-or directly to the Supervisory Board of the Association. Also any member or non/member can report any abuse issues at the yearly General Assembly and call for disciplinary procedures against any person in position of power within the association. These procedures are guaranteed by the national law on associations.

The Ljubljana Pride Association monitors and reviews its safeguarding measures by:

- Regularly oversee the execution of child safeguarding policies and procedures.
- Share updates on progress, performance, and insights gained with important stakeholders, such as expert and professional forums, and when applicable, external or independent entities.
- Insights gained from practical case experiences play a crucial role in shaping policy revisions and adjustments to our child safeguarding measures.
- Our policies and procedures undergo yearly reviews and are adopted at Association's General Assembly each year and signed by the President of the association.

Adopted at General Assembly of the Ljubljana Pride Association, Ljubljana, 12 December 2023

Simona Muršec,

President of the Ljubljana Pride Association