



Children's Participation Platform

Safeguarding Framework

The EU Children's Participation Platform is a safe place for EU children to share what they think about important matters that affect their lives with decision-makers. The Platform was created in close cooperation with the European Commission and is managed by the Secretariat Team.

The Secretariat includes people from the company ICF, child-rights organisations Save the Children and SOS Children's Villages, the company RPA, and experts – Laura Lundy and Cath Larkins. When we say "we" in this document – it means the Secretariat.

WHY IS IT IMPORTANT TO HAVE A SAFEGUARDING FRAMEWORK?

When children in the Platform share their thoughts or join activities, we want to be sure that they enjoy the activities and are safe. There could be problems like bullying, aggressive behaviour or risky situations. That's where our Safeguarding Framework comes in as our guide to make sure everyone, especially children, stays safe and feels good and included during Platform activities.

OUR PROMISE

Our promise is to create a secure and enjoyable space during all our activities (online and in-person).

Safety First

We promise to keep this place safe for everyone, making sure it's a secure and inclusive space.

Thinking Ahead

Right from the start, we are planning to keep everyone safe and comfortable. For every choice and decision we make when planning an activity, we think about how to keep children and adults safe.

Extra Protections

Being online can be tricky, so we promise to do some extra things, like showing only age-appropriate stuff and making sure everyone talks in a safe way.

Everyone Included

Every person here is important. We think about how every game or talk might make everyone feel, so everyone has a good time.

No Bad Stuff Allowed

We are very clear on this – no mean words, or anything that makes anyone feel bad. Everyone's safety and wellbeing are really important.

Respect and Safety

Everyone here must treat each other nicely, listen to what others say, and make sure everyone is safe. If something doesn't feel right, we're here to help.

Quick Help

If there's ever a problem, our team jumps into action fast. We take it seriously and make sure everyone gets the help they need.

CHILD SAFETY - WHAT IT MEANS AND HOW WE DO IT

We believe that every child below the age of 18 deserves protection, no matter who they are. Age, gender, ability, culture, race, religion, or identity doesn't matter. It's about making sure no one is left out or left behind.

WORDS FOR YOU TO UNDERSTAND

To keep things clear, we have some words we use and want everyone to understand:

Harassment	When someone's behaviour, related to things like gender or race, makes others uncomfortable.
Racism	Treating people unfairly based on their colour, culture, or where they're from.
Discrimination	Unfair treatment because of things like age, gender, or disability.
Bullying	Being mean on purpose, trying to hurt or humiliate someone.
Child Abuse	Doing something that hurts or harms a child, like physical abuse or neglect.
Invasion of privacy	Messing with someone's personal life without a good reason.
Emotional abuse	Hurting someone's feelings on purpose, making them feel bad about themselves.
Neglect	Not taking care of someone properly, like not giving them enough food or leaving them alone when they need help.
Child exploitation	Tricking or forcing a child into doing things they shouldn't, like working too hard or being involved in something dangerous.
Child labour	Making children do work that's not safe or stopping them from going to school.

ROLES AND RESPONSIBILITIES

The Secretariat team is here to help keep everyone safe. We make sure that everything the Platform does is safe for both children and adults. Our job is to look out for anything that might be risky, listen if someone is feeling worried, and help everyone feel safe, happy, and included.



What do Child Protection Officers do?

- They help plan safe activities for children.
- They keep an eye on any problems or worries about safety.
- They listen if someone has a complaint or feels unsafe.
- They work with others to fix any safety problems.
- They make sure everyone knows the safety rules.
- They show people how to speak up if something feels wrong.



What do Child Empowerment Officers do?

- They check that activities near you—like interviews or group talks—are safe.
- They make sure everything is safe before children join in.
- They ask parents for permission before children take part.
- They tell trusted adults if something isn't right.
- They learn the local rules to help keep everyone safe.
- They share updates about Platform's activities with the rest of the team.
- They make sure everyone knows how to speak up when something happens and stay safe and happy.

WHAT WE DO TO KEEP CHILDREN SAFE



Plan for Safety

Everyone in our Platform helps keep things safe. We share information on how to best handle concerns.



Train Everyone

We teach everyone on the Platform how to stay safe and follow the rules.



Fun and ALWAYS Safe Activities

We plan activities with safety in mind, so everyone can have fun without worries.



Check and Fix

Our team acts fast when concerns are reported. We solve problems quickly to make sure you are ok and that our Platform is safer.



Decide Safely

Before any activity, we ask kids and their parents for permission. Everyone should agree to be safe.





HOW TO REPORT

Share Your Worries

Tell Child Protection Officers, Child Empowerment Officers, or anyone in the Secretariat Team about concerns.

Keep it Confidential

Any report is private. We only share what's needed with the right people to fix the problem.

Solve the issue

When there's a concern, we check it well, find solutions, and keep everyone in the loop. This keeps things fair and clear.

You can also email cppsafeguarding@icf.com

CODE OF CONDUCT FOR OUR ACTIVITIES

To make sure everyone enjoys and feels safe during Platform activities, all children and adults must:

- **Treat others as you would like to be treated.** Make sure that what you say is respectful and kind.
- **Make sure that you listen and allow space for everyone to participate equally.** Everyone should feel welcome and respected no matter what their views, opinions, and background are.
- **Speak slowly and clearly so that everyone understands.** Remember that people come from different countries and speak different languages. It is OK to repeat important information.
- **Dress appropriately** and in a way that makes you feel comfortable.
- **Stay in touch with your group and let someone know where you are during in-person activities.**
- **Protect the environment and keep our surroundings clean.** Help keep our spaces clean. Pick up your trash and respect the venue, hotel and other places we use for Platform activities.
- **Think about what you post on social media.** Once posted, it stays there forever. Please remember not to take photos or record others without their permission.
- **No alcohol and other illegal and harmful substances** are allowed.
- **When you want to ask a question, ask it.**
- **Be yourself! Have fun! Make friends!**



DO'S	DON'TS:
Show good behaviour for everyone to follow.	Don't minimise or ignore risks.
Treat each other with respect.	You shouldn't have to do something that makes you feel uncomfortable.
Tell us anything that bothers you.	No one should hurt or threaten others.
Talk freely and take part in activities.	No private messages without permission.
Be open, honest, and inclusive to everyone.	No rude or mean words or gestures.
Talk in a way that everyone can understand.	No alcohol or harmful substances.
Be clear about what we are doing together.	No physical actions unless it's necessary to keep you safe.
Tell others about their responsibility for safety.	We never put you in unsafe situations.
Always tell us if something worries you.	

