



EU Children's Participation Platform

How We Keep Your Children Safe: A Note for Parents, Guardians, and Accompanying Adults

February 2025

Statement of Commitment

The EU Children's Participation Platform (the Platform) is committed to keeping all children safe, respected, and protected from harm.

Children have the right to participate safely, free from violence, abuse, neglect, or exploitation. The Platform has zero tolerance for harm and takes strong measures to prevent and respond to risks.

Keeping children safe is everyone's responsibility. The Platform's staff, partners, contractors, and member organisations follow clear [Codes of Conduct](#) and [Behaviour](#) to protect children. Parents, guardians, and designated accompanying adults also play an important role in ensuring children are safe.

This note explains:

- The safeguarding measures in place.
- The role of parents, guardians, and accompanying adults in protecting children.
- How to report a concern if something does not feel right.

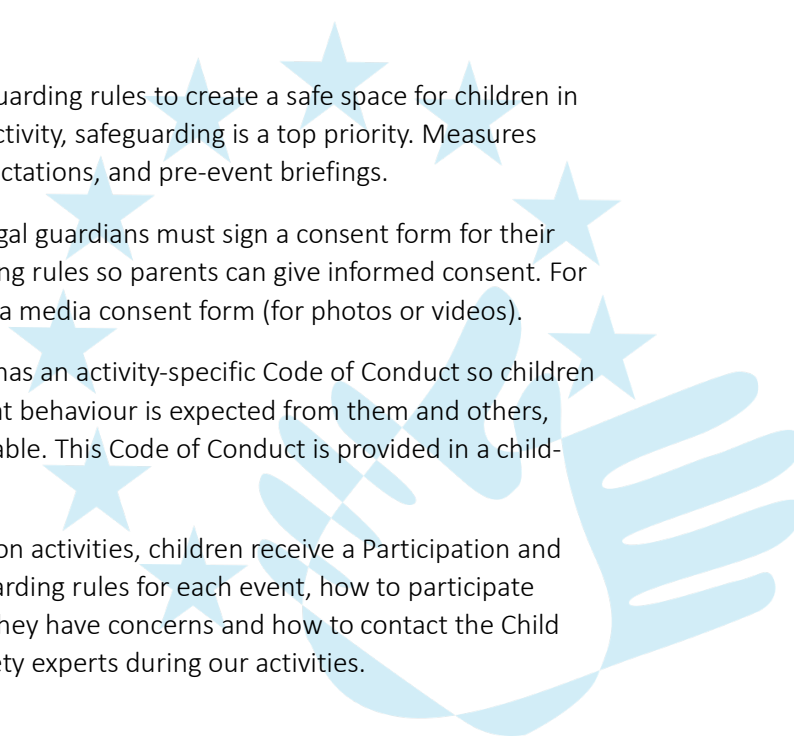
How We Keep Children Safe

The Platform's Secretariat Team follows strict safeguarding rules to create a safe space for children in all activities- both online and in-person. For each activity, safeguarding is a top priority. Measures include signed consent forms, clear behaviour expectations, and pre-event briefings.

Consent Forms - Before any activity, parents or legal guardians must sign a consent form for their child. This form explains the activity and safeguarding rules so parents can give informed consent. For in-person events, parents will also be asked to sign a media consent form (for photos or videos).

Child-Friendly Code of Conduct - Every activity has an activity-specific Code of Conduct so children know: (1) Their rights and how to stay safe, (2) What behaviour is expected from them and others, (3) How to report a problem if they feel uncomfortable. This Code of Conduct is provided in a child-friendly format to make it easy to understand.

Safeguarding Guide- For both online and in-person activities, children receive a Participation and Safeguarding Guide. This guide explains the safeguarding rules for each event, how to participate safely, both online and in-person, who to talk to if they have concerns and how to contact the Child Protection Officers (CPOs), who are designated safety experts during our activities.





Pre-Event Briefings- Before any in-person event, children and adults attend a briefing. Among other useful details about the activity, in this briefing, Child Protection Officers (CPOs) provide a safeguarding introduction to ensure that everyone understands the safeguarding measures.

Extra Safeguarding for In-Person Events- For in-person activities, the Platform takes extra steps to protect children, especially when they travel.

- Guide for Accompanying Adults- Parents, guardians, or other designated adults who travel with children get a detailed guide. This guide explains their responsibilities to keep children safe, emergency contact numbers for Child Protection Officers (CPOs) as well as advice on how to support and protect children during the event.
- Travel and School Authorisation- If a child misses school for an event, the Platform provides a letter to help with approval.
- Accommodation and Room Allocation- The Platform ensures safe accommodation for children by carefully planning room assignments. Children are placed in rooms based on age and gender, with proper supervision.
- Risk Assessments- The Platform assesses risks before every event. These assessments cover venue safety, travel risks, and event security.
- Child Protection Officers (CPOs) on Site- CPOs are present at all in-person activities. If there are more than 15 children, at least two CPOs will be assigned.
- Emergency Contacts and Reporting- Parents, guardians, and accompanying adults receive a list of emergency contacts before the event. Reporting channels are shared with both children and adults before every activity.

When and How to Report a Concern

Keeping children safe is everyone's responsibility. If you see, hear, or suspect anything that puts a child at risk, it must be reported immediately. You should report a concern if:

- A child is at risk or has been harmed.
- You suspect abuse, neglect, bullying, or inappropriate behaviour.
- A child tells you they feel unsafe or uncomfortable.

How to Report a Concern

You can report a concern in the following ways:

- Speak directly to a Child Protection Officer (CPO) or Child Empowerment Officer (CEO).
- Send an email to cppsafeguarding@icf.com (after 31.10.2026, please use the following email: EU-CHILDPARTICIPATION@ec.europa.eu).
- Fill out a [Safeguarding Incident Reporting Form] and give it to a Platform representative or send it via email to cppsafeguarding@icf.com (after 31.10.2026, please use the following email: EU-CHILDPARTICIPATION@ec.europa.eu).

Working Together to Keep Children Safe

The EU Children's Participation Platform is committed to creating a safe, inclusive, and supportive environment for every child. Keeping children safe is a shared responsibility, and parents, guardians, and accompanying adults play a key role in ensuring their well-being.

By staying informed, engaged, and proactive, you help strengthen our safeguarding culture. We encourage you to:

- Talk to the child about their experience and remind them that their safety is the priority.

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- Familiarise yourself with the Platform's safeguarding measures, including how to report concerns.
 - Reach out if you have any questions or need support.

If you ever have a concern about a child's safety, please report it immediately. Every child deserves to participate without fear, risk, or harm- and together, we can make that happen.

For any safeguarding queries or concerns, contact us at cppsafeguarding@icf.com (after 31.10.2026, please use the following email: EU-CHILDPARTICIPATION@ec.europa.eu).

Thank you for being part of our commitment to child safety.

