



DOOR OF HOPE AUSTRALIA INC

68 Brunel Road, Seaford VIC 3198

Ph: 61 3 9584 9531

enquiries@doorofhope.com.au

www.doorofhopeaustralia.org

ABN: 44 901 023 508

DOHA CHILD SAFEGUARDING POLICY

1. Statement of Commitment

Door of Hope Australia Inc. (DOHA) is a Christian organisation committed to the welfare and fundamental rights of all children. DOHA has zero tolerance for child abuse and exploitation. Every child has the right to be safe and protected, regardless of race, gender identity, disability, religious belief, or social origin. This policy applies to all children under 18 years of age.

We adhere to the UN Convention on the Rights of the Child and the ACFID Code of Conduct, ensuring that the "best interests of the child" is the primary consideration in all our actions.

2. Scope

This policy applies to all "DOHA Representatives":

- DOHA Board of Directors and sub-committees.
- Staff members (permanent and temporary), contractors, and consultants.
- Volunteers and interns.
- Partner Organisations: DOHA requires partners to have equivalent safeguarding policies and procedures in place.

3. Definitions of Abuse & Exploitation

DOHA recognizes that abuse can occur in person or via electronic/digital media.

- Physical Abuse: Any punishments or physical injury, including hitting, shaking, or forcing a child to work in unsafe environments.
- Mental/Emotional Abuse: Actions (words or behaviour) that deliberately affect a child's well-being, such as shaming, belittling, or bullying.
- Neglect: Failure to provide essential rights (rights to live, learn, participate, and speak).

- Sexual Abuse & Exploitation: Any sexual activity or intent, including touching, exposure to pornography, "grooming" (building an emotional bond to facilitate abuse), and online exploitation.
- Digital Abuse: Using technology to harass, groom, or distribute images of children without consent.

4. Child Safe Code of Conduct

All DOHA representatives must conduct themselves as positive role models.

I WILL:

- Comply with DOHA's policy and all relevant Australian and Overseas legislation.
- Immediately disclose any charges or convictions related to child exploitation.
- Ensure another adult is present when working with children whenever possible.
- Use positive discipline and encourage children's participation in decisions affecting them.
- Respect cultural differences and treat all children equally.
- Report any observed concerning behaviours or breaches of this code immediately.

I WILL NOT:

- Engage in behaviour intended to shame, humiliate, or exploit children.
- Develop sexual relationships with children or show favouritism through gifts.
- Take children to my home/hotel or sleep in the same room/bed as a child.
- Use DOHA resources (phones/computers) to access or distribute inappropriate content.
- Hire minors for domestic or other labor that interferes with their education or safety.
- Photograph or video a child without the consent of the child and their guardian.

5. Risk Management & Recruitment

- Risk Assessment: DOHA will examine every project activity to identify, categorize, and rate potential risks to children, assigning specific responsibilities for mitigation.
- Screening: All staff and volunteers must undergo a National Police Check and a Working with Children Check (WWCC). For overseas staff, where police checks are unavailable, three verbal reference checks focusing on child safety are mandatory.

- Probation: All roles include a probationary period where safeguarding performance is a key metric in reviews.

6. Response to Allegations (The "48-Hour Rule")

- Who should report: Anyone who forms a "reasonable belief" that a child needs protection.
- Timeline: Reports must be made immediately, and no later than 48 hours after the concern arises.
- Internal Contacts:
 - Project Manager: Michelle Harry | 95849531
 - Board Chairman: Bryan Grasby | 95849531
- External Reporting: DOHA will comply with Australian Mandatory Reporting laws and notify ACFID and DFAT (if applicable) within the required timeframes.

7. Use of Children's Images and Data

- Dignity: Images must present children in a respectful, non-vulnerable manner. Children must be adequately clothed.
- Privacy: Identifying information (full names, home addresses) must not be revealed in electronic file labels or public-facing materials.
- Consent: Consent from both the child and guardian is required before any media is captured.

8. Responding to Disclosure

When a child discloses abuse:

- Listen carefully and tell them you believe them.
- Do not make promises you cannot keep (e.g., promising "not to tell anyone").
- Do not investigate: Your role is to listen and report, not to conduct a formal interview which may prejudice legal proceedings.

9. Partner Requirements and Capacity Building

- Due Diligence: DOHA assesses the safeguarding capacity of all partners before signing MOUs.
- Compliance: Partners must either adopt DOHA's policy or prove their own meets ACFID standards.

- Training: DOHA provides refresher training to ensure all representatives understand current risks.

10. Investigation and Natural Justice

- Protection: Upon a "reasonable suspicion," the accused will be suspended from child-related duties immediately while receiving "natural justice" (the right to a fair process).
- Inquiry: DOHA may appoint an independent investigator for serious allegations.
- Survivor-Centricity: The child's safety and wishes are prioritized throughout the investigation.

11. Policy Governance

- Review: This policy is reviewed every two years to stay aligned with ACFID requirements.

Last Reviewed: 13th March 2026

Next Review: [Date + 2 Years]

- Board Oversight: The Board will receive annual reports on safeguarding compliance and any incidents managed.

Declaration:

I, _____, agree to abide by this Child Protection Policy. I declare that I have no previous convictions for child abuse or violent behaviour. I understand that any future employers will be informed if I am dismissed for abuse.

Signed: _____ Date: ____ / ____ / 20____