



## South Asia Initiative to End Violence Against Children [SAIEVAC]

SAARC Apex Body

**"In Solidarity with the Children of SAARC"**

### **General Child Protection Minimum Standards for Meetings/Consultations Organized or Supported by SAIEVAC**

*The Minimum Standards for consulting with children and adolescents have been compiled for the consultations and meetings organized or supported by South Asia Initiative to End Violence against Children (SAIEVAC).*

#### **What are the Minimum Standards?**

*Minimum Standards are statements that describe the minimum expectations of the ways in which adults, children and adolescents should comply with during the consultations. Equally, these guidelines must be adhered to by the adults and children in the process of preparing and participating in the Consultation.*

*Participation is a fundamental right of every child and adolescent. These standards are aimed at promoting participation that is meaningful and beneficial to children and adolescents.*

#### **Who are they for?**

*These Minimum Standards are for adults, children and adolescents.*

**For Adults:** *These standards are for sponsoring agencies that are supporting the participation of children and adolescents to the consultation. These are also for the Parents/Caretakers, Chaperones, Translators, Facilitators, Child Participation Coordinators, Child Protection Focal Person, Logistic Coordinators and the Members of the Children and Adolescents Participation Commission, organizing commission and any other participating adult in these meetings.*

#### **For Children and Adolescents:**

*The Minimum Standards have been put together for these meetings in order to facilitate meaningful participation of children and adolescents based on the following principles:*

#### **1. An ethical approach: transparency, honesty and accountability**

*Everyone involved in the preparation and the facilitation of these meetings follow ethical, participatory process, putting children's and adolescents best interest first.*

#### **2. A child and adolescents friendly environment**

*Everyone works towards creating a safe, welcoming, inclusive and encouraging environment that enables meaningful participation of children and adolescents.*

### **3. Equality of opportunity**

All children and adolescents should have equal opportunity for participation regardless of their age, background, ethnicity, capabilities, class, cast, nationality, disability or other factors. Encourage participation of those children and adolescents who meet the specific criteria for at risk or affected youth participants or those who are already active in advocacy work against violence against children within their communities, schools or in institutional settings.

### **4. Participation promotes safety and protection of children**

Adults, children and adolescents follow Minimum Standards and corresponding guidelines and procedures that promote a safe and enabling environment for children and adolescents' participation.

During consultations the Children and Adolescents Participation Commission and the Sponsoring Agencies are recommended to adhere to the following Minimum Standards before, during and after the meetings.

<b>Minimum Standards</b>	
<b>Before the Events</b>	1. Background and agenda for the meetings with clearly defined objectives for children and adolescents participation.
	2. Preparation of a realistic budget.
	3. A Child Protection Procedure and a Complaint Procedure to report concerns in confidence for the meetings.
	4. Informed consent by the children and adolescents participating in the meetings.
	5. All children and adolescents participating under are sponsored by a National or International agency covering the costs of their travel, accommodation, per diem, travel and medical insurance, for both the child and/or adolescent and the accompanying adult.
	6. Sponsoring Agencies get the informed consent of Parent/Caretakers for the children and adolescents to travel and participate in this event.
	7. All children and adolescents are accompanied to the meetings by a suitable adult (chaperone) who are knowledgeable in the matters concerning Child Rights and Child Protection. They will be responsible for the safety and welfare of the child they accompany.
	8. Before departing from the respective place, the organisers/sponsoring agency must brief the chaperones thoroughly on their responsibilities related to protection as well as translation (using the guidelines developed by the SAIEVAC Regional Secretariat)
	9. Facilitators are experienced on working effectively with children and adolescents and have adequate knowledge

	<i>of the issues being covered in the meetings.</i>
	<i>10. Travel Registration and Medical History Forms are completed.</i>
	<i>11. Rooms allocation should be done prior to the arrival of children keeping into consideration the Protection Guidelines to be followed. The conference venue staff should also be briefed about the protection of children prior to the event.</i>
<b>During the Events</b>	<i>12. Welcoming the participants to make them feel warm and comfortable.</i>
	<i>13. Informed Consent form from the child along with the Medical History Forms are completely filled and handed over to the Child Protection Focal Points upon arrival at the meeting venue.</i>
	<i>14. All children and adolescents keep a copy of the Information Card with them at all times.</i>
	<i>15. Child Protection Focal Person is present during the meetings and the children and adolescents and Accompanying Adults/Translators are briefed about the procedure.</i>
	<i>16. CFP hold Separate meetings with the participating girls and the boys so as to give them enough space to discuss their personal matters comfortably without hesitation.</i>
	<i>17. A suggestion box should be arranged and the participating children are to be encouraged to drop their suggestions or feedback they have with regard to the overall procedures and the facilities that are provided throughout the program.</i>
	<i>17. The meeting is facilitated well and the children and adolescents get equal opportunity to participate.</i>
	<i>18. If the children and adolescents participate in a media briefing, they must be properly briefed on how it takes place and their consent obtained to engage in media activities.</i>
	<i>19. Participation of the children should be encouraged for the evaluation of the overall program by distinguishing a separate evaluation session.</i>
	<i>20. Few volunteers should be given responsibility to see-off the participants.</i>
<b>After the Events</b>	<i>21. National mechanisms and sponsoring agencies take the responsibility of the follow-up activities after the meeting.</i>