

# CHILD SAFEGUARDING POLICY



RUGIADA Società Cooperativa Sociale

1. WHO WE ARE .....	2
2. PURPOSE OF THE POLICY .....	4
3. SCOPE OF APPLICATION .....	5
4. KEY DEFINITIONS .....	6
5. GUIDING PRINCIPLES .....	7
6. ROLES AND RESPONSIBILITIES.....	8
7. KEY ACTIONS AND PROCEDURES .....	9
8. CODE OF CONDUCT .....	10
ATTACHMENT 1 – REPORTING FORM .....	13
ATTACHMENT 2 – STATEMENT OF ACKNOWLEDGMENT AND ACCEPTANCE OF THE POLICY.....	14
ATTACHMENT 3 – REPORTING PROCEDURE FLOW CHART.....	15

## I. WHO WE ARE

The Social Cooperative “Rugiada” was founded on June 24, 2013, driven by the shared purpose of a small group of individuals to carry on, through a high-quality social support initiative, the activities they had been carrying out for many years with absolute spontaneity and dedication toward vulnerable populations. Like drops of dew that silently revive wilted vegetation in the early morning hours, these individuals have long operated informally in their local area through various initiatives which, although valuable, lacked formal structure.

From offering opportunities to people experiencing social hardship, to providing home assistance for the elderly and persons with disabilities, and distributing basic necessities to impoverished families—all combined with expertise in supporting minors exposed to social distress, abuse, and mistreatment—the Social Cooperative “Rugiada” was born.

Over the years, the Cooperative has expanded its services by opening facilities surrounded by large green spaces, enhancing the therapeutic value of contact with nature and animals. Currently, its services are aimed at children aged 0 to 14, pregnant women, and mothers with children.

Each user is cared for and supported by multidisciplinary teams composed of professional educators, psychologists, child care workers, and social animators. The Cooperative also relies on a network of private specialists with whom it has established formal partnerships: speech therapists, psychotherapists, developmental neuro-psychomotor therapists, and child neuropsychiatrists.

A dense and meticulous network of collaborations has significantly enhanced, especially in recent years, the Cooperative’s experience in welcoming and protecting minors who are victims of abuse and maltreatment. This has been made possible thanks to the support of professionals with specific training in this field, who operate within highly specialized facilities.

## Mission

We aim to provide every child and adolescent with a safe and welcoming environment in which they can grow peacefully, develop their potential, and build meaningful relationships. Every day, we work to ensure that each minor receives proper nutrition, access to healthcare, educational, recreational, and cultural opportunities, and feels valued in their uniqueness.

Our goal is to offer high-quality educational interventions that support the harmonious development of minors in safe, stimulating, and inclusive environments. Protecting the well-being of children and adolescents means ensuring conditions that promote their physical, psychological, social, and emotional growth—shielded from all forms of abuse or neglect.

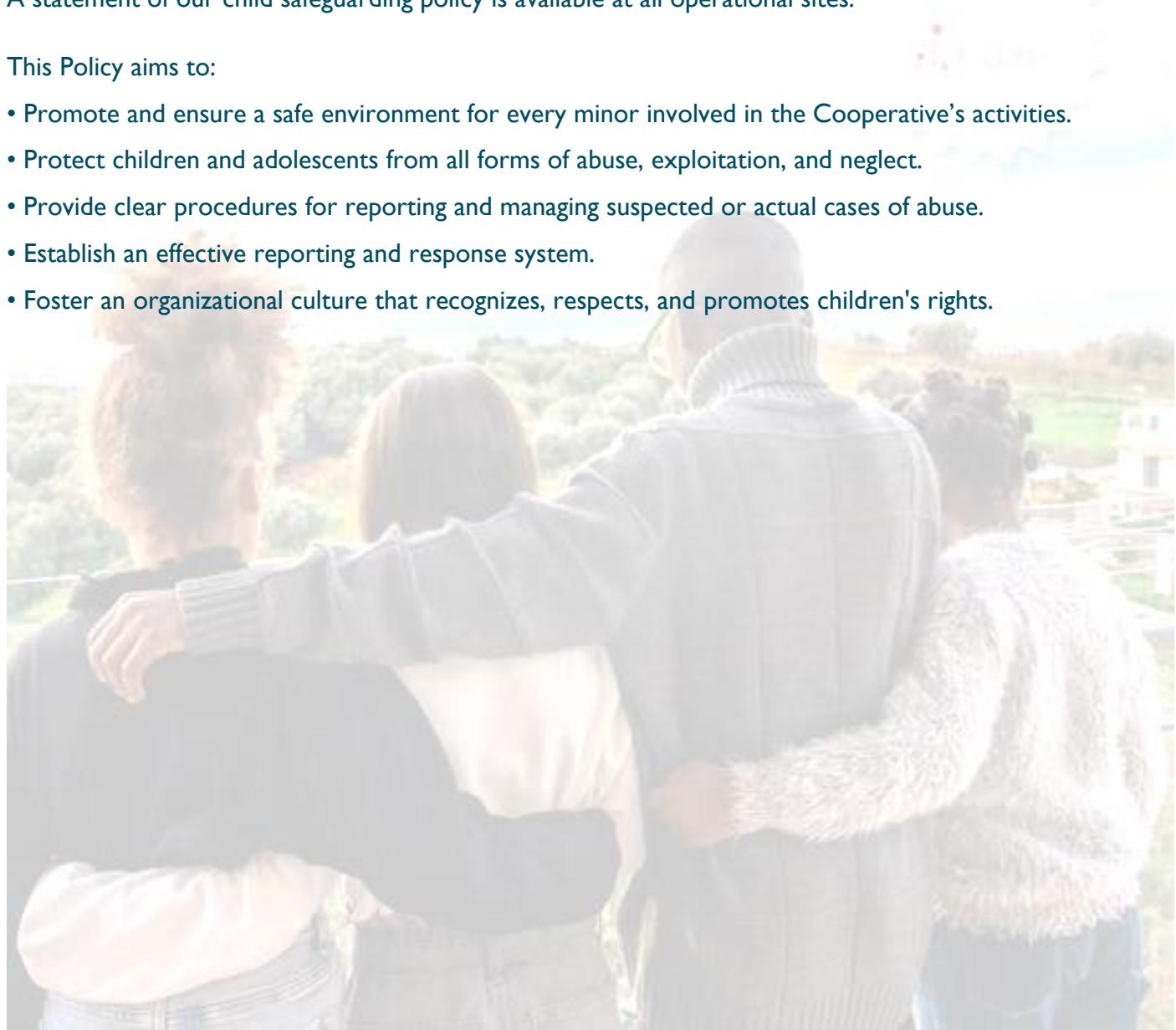
## 2. PURPOSE OF THE POLICY

The Social Cooperative Rugiada is formally committed to ensuring a safe, respectful, and protective environment for all minors involved in its services.

This commitment is endorsed and supported by the Board of Directors and the President of the Cooperative. A statement of our child safeguarding policy is available at all operational sites.

This Policy aims to:

- Promote and ensure a safe environment for every minor involved in the Cooperative's activities.
- Protect children and adolescents from all forms of abuse, exploitation, and neglect.
- Provide clear procedures for reporting and managing suspected or actual cases of abuse.
- Establish an effective reporting and response system.
- Foster an organizational culture that recognizes, respects, and promotes children's rights.



### 3. SCOPE OF APPLICATION

This Policy applies to:

- All personnel, regardless of the type of contract (members, employees, volunteers, interns, collaborators);
- All individuals and organizations acting on behalf of the Cooperative and who come into contact with minors in any capacity;
- Suppliers and project partners involved in activities aimed at children.



## 4. KEY DEFINITIONS

- Minor: any person under the age of 18;
- Child Safeguarding: all measures aimed at preventing and managing risks of harm to minors;
- Abuse: any form of physical, psychological, or sexual mistreatment, or neglect, that harms a minor's well-being;
- Neglect: the failure to provide the care and attention necessary for a minor's development.



## 5. GUIDING PRINCIPLES

**Zero Tolerance:** no form of abuse will ever be justified or tolerated;

**Non-Discrimination:** every minor is protected regardless of ethnicity, gender, religion, or socioeconomic status.

**Participation:** minors are encouraged to express their opinions and report inappropriate behavior.

**Transparency and Accountability:** all actions are traceable and documented in respect of privacy.

## 6. ROLES AND RESPONSIBILITIES

The responsibility for implementing this policy is shared by all personnel.

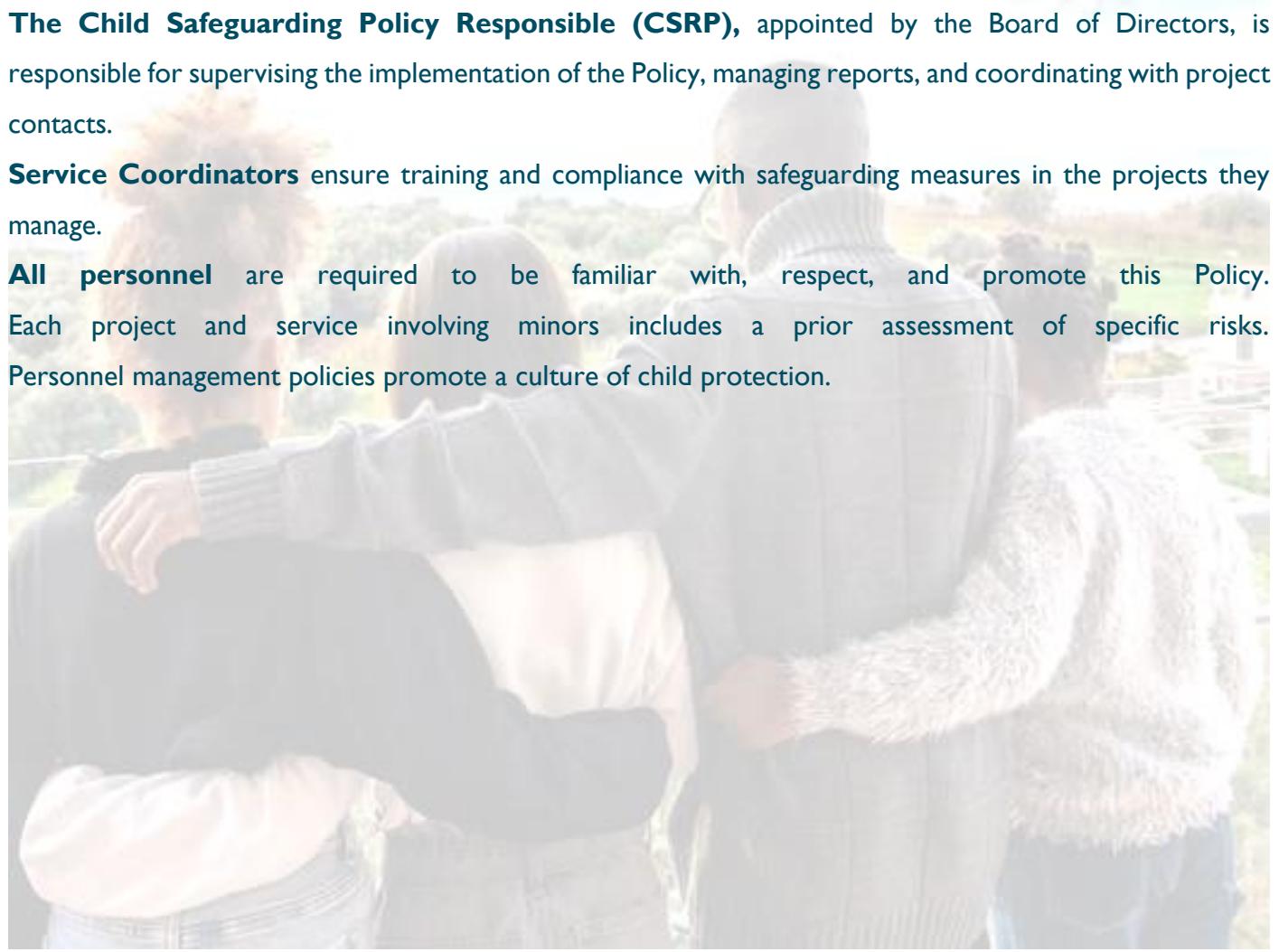
All individuals working in the Cooperative's services are subject to:

- Criminal record checks and verification of pending charges;
- Selection interviews with a focus on attitudes towards educational relationships;
- Mandatory annual training on child safeguarding and protection;
- Signing of the Code of Ethical Conduct for Child Protection.

**The Child Safeguarding Policy Responsible (CSRP)**, appointed by the Board of Directors, is responsible for supervising the implementation of the Policy, managing reports, and coordinating with project contacts.

**Service Coordinators** ensure training and compliance with safeguarding measures in the projects they manage.

**All personnel** are required to be familiar with, respect, and promote this Policy. Each project and service involving minors includes a prior assessment of specific risks. Personnel management policies promote a culture of child protection.



## 7. KEY ACTIONS AND PROCEDURES

### Safe Recruitment

- Request of a criminal record check for individuals working with minors;
- Assessment of attitudes and motivations regarding child safeguarding;
- Inclusion of the Policy in employment contracts and job descriptions.

### Training and Awareness

- All personnel receive initial training and periodic updates on safeguarding issues;
- The principles of the Policy are regularly discussed in work teams.

### Communication and Media

- The distribution of images of minors without written consent from the parent or guardian is prohibited;
- Images must always protect the dignity and privacy of children, avoiding unnecessary identifications;
- Any harmful, stereotypical, or ambiguous representation is prohibited.

### Reporting System

- Any suspected abuse must be promptly reported to the CSRP or the relevant coordinator;
- A reporting form and a standard operational flow are provided (see Attachments);
- Those making a report are protected from any form of retaliation.

### Management of Reports

- Reports are analyzed in a confidential and professional manner;
- Reports are examined by a multidisciplinary team;
- If the report is substantiated, protective measures are immediately activated, including the precautionary removal of the suspected individual and involving the relevant authorities;
- Psycho-social support is provided to the victim.

## 8. CODE OF CONDUCT

Those working for the Rugiada Cooperative must:

- Treat every minor with respect, empathy, and a sense of responsibility;
- Avoid ambiguous situations, improper personal relationships, or unnecessary physical contact;
- Use official channels for communication with minors;
- Always be visible or supervised during interactions with children.

### Prohibited Behaviors:

- Physical, verbal, psychological, or sexual violence;
- Inappropriate relationships with minors, including virtual ones;
- Use of offensive or sexually suggestive language;
- Taking photos or videos without formal authorization;
- Any form of bullying, favoritism, or discrimination.



## 9. ATTACHMENTS

- Attachment 1: Reporting Form
- Attachment 2: Acknowledgment and Acceptance of the Policy
- Attachment 3: Reporting Procedure Flowchart



## 10. APPROVAL AND REVIEW

The implementation of safeguarding measures and compliance with this policy are continuously monitored.

Feedback from staff, communities, and stakeholders is strongly encouraged to improve and strengthen existing procedures.

The child safeguarding policy of Rugiada Social Cooperative is subject to annual review.

For any questions regarding this policy, please contact the Cooperative by sending your request to:

**amministrazione@cooprugiada.it.**

This document was approved on **April 30, 2025**.

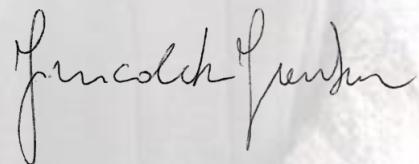
The next review is scheduled for **April 2026**.



**President**

**Immacolata Fontana**

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## ATTACHMENT I – REPORTING FORM

**Name of the minor:** \_\_\_\_\_

**Age:** \_\_\_\_\_

**Date of the report:** \_\_\_\_\_

**Description of the facts (objective, without judgment):**

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**Name of the reporter:** \_\_\_\_\_

**Role in the Cooperative:** \_\_\_\_\_

**Signature:** \_\_\_\_\_



## ATTACHMENT 2 - STATEMENT OF ACKNOWLEDGMENT AND ACCEPTANCE OF THE POLICY

I, the undersigned \_\_\_\_\_

Tax Code: \_\_\_\_\_

Born in \_\_\_\_\_ on \_\_\_\_\_

and residing in \_\_\_\_\_

at \_\_\_\_\_ No. \_\_\_\_\_

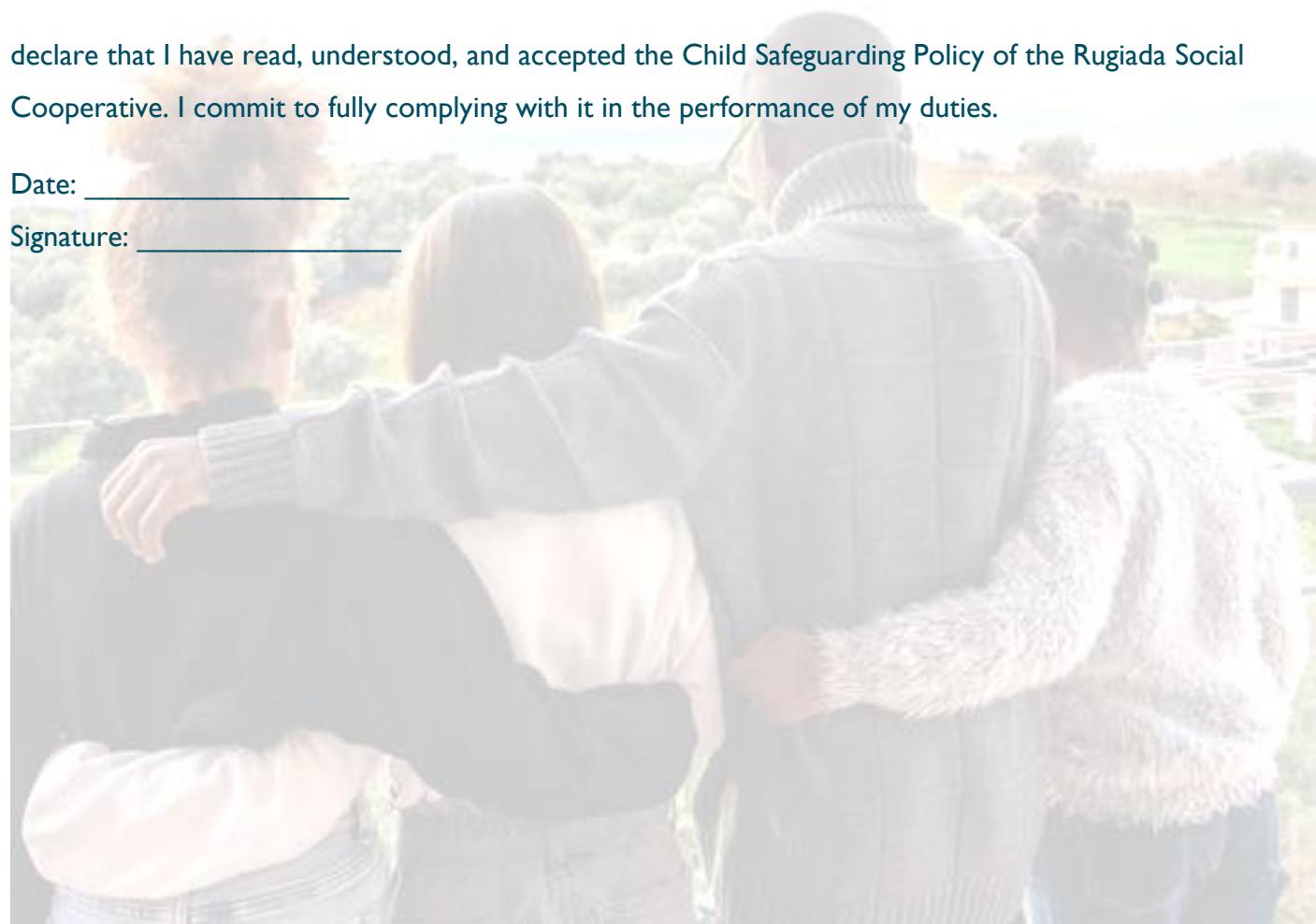
ID Document No. \_\_\_\_\_

Issued by \_\_\_\_\_ Expiry Date \_\_\_\_\_

declare that I have read, understood, and accepted the Child Safeguarding Policy of the Rugiada Social Cooperative. I commit to fully complying with it in the performance of my duties.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



## ATTACHMENT 3 – REPORTING PROCEDURE FLOW CHART

