



Lagos State Safeguarding and Child Protection Policy



DOMESTIC AND SEXUAL
VIOLENCE RESPONSE TEAM
(DSVRT)



Lagos State **Safeguarding and** **Child Protection Policy**



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VIOLENCE RESPONSE TEAM
(DSVRT)



EXECUTIVE ORDER (NO. EO/AA08 OF 2016)

TO: ALL MINISTRIES, DEPARTMENTS AND AGENCIES

SUBJECT: LAGOS STATE SAFEGUARDING AND CHILD PROTECTION PROGRAMME

WHEREAS -

One of the growing trends which calls for urgent attention in Nigeria today concerns incidents of Rape, Defilement, Child Abuse, Neglect and Maltreatment. The rampant news of alleged defilement, child abuse, through formal and informal reporting, is of particular concern to us in Lagos State for many reasons.

Whilst most child abuse occurs within families and communities, children also experience abuse and exploitation in organisations that provide them with support services. Reports have also shown that physical, emotional abuse and neglect in child centred organisations and institutions are less systematic and usually un-planned. It is usually the result of poor conditions, bad work practices and negligent management.

Most importantly, it is therefore imperative for the State Government to take action against these violent crimes so as to ensure the safety and security of all our children. It is to this end that this Safeguarding and Child Protection Programme has been developed to prescribe management systems in place to create and maintain a safe environment for all our children.

NOW THEREFORE PURSUANT TO THE AUTHORITY VESTED IN ME AS GOVERNOR OF LAGOS STATE, IT IS HEREBY ORDERED THAT:

1. That it shall be mandatory for all Lagos State Child-Centred Institutions; schools, health facilities, orphanages and recreational centres to adopt a Child Protection Policy, which ensures that the rights of children are safeguarded.

His Excellency
AKINWUNMI AMBODE
Governor of Lagos State
Lagos House
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2. The Lagos State Safeguarding and Child Protection programme shall apply to:
 - a. All State Government organisations;
 - b. All schools, child-centered structures, orphanages and child related institutions located in the State;
 - c. All institutions and organizations in the State's public sector, both formal and informal; (Key stakeholders include relevant Ministries, Lagos State Safety Commission, Lagos State Quality Education Assurance Bureau, Department of Private Education, etc) and
 - d. All employers/employees and prospective employers/employees from the public sector in the State.
3. For the purpose of identifying abuse, the approach of all Child Centred institutions shall be guided by the following principles:-
 - a. Overall Wellbeing of the Child;
 - b. Best interest of the Child;
 - c. Consultation and Transparency; and
 - d. Early Recognition and Intervention.
4. There shall be a Designated Officer who shall be the Social Worker or trained child protection personnel with the key duty to take lead responsibility for raising awareness within the organisation, disseminating information on issues relating to the welfare of children and the promotion of a safe environment for the children.
5. The Designated Officer shall also have the following responsibilities:
 - a. Coordinate a system-wide response to child abuse and neglect.
 - b. Ensure audit and evaluation tools are in place to assess child protection policy, processes and practice.
 - c. Ensure regular audits of child protection practice.
 - d. Access and provide resources required to support the programme and make these available for staff.
 - e. Provide support and advice to staff regarding child abuse and neglect.
6. Failure of a Designated Officer to ensure the Programme is adhered to as stipulated in paragraph 4 shall be regarded as gross misconduct and subjected to disciplinary action.



7. That every Lagos State Child Centred-Institution which employs staff or volunteers to work with children shall ensure a consistent and thorough safe recruitment process of personnel, voluntary or paid who have direct or indirect contact with children in order to ensure that those recruited are suitable.
8. Should anyone believe that the provisions of this Order is not being upheld, it shall be his or duty to report the matter to the attention of the Designated Officer at the earliest opportunity.
9. It shall be mandatory for all Lagos State Child Centered Institutions to adopt the attached Safeguarding and Child Protection Policy which ensures that the rights of children are safeguarded and adequately protected.
10. The Lagos State Child Rights Law Implementation Committee and the Lagos State Domestic and Sexual Violence Response Team shall on behalf of Lagos State Government, jointly oversee the implementation of the Lagos State Safeguarding and Child Protection Programme and take all necessary steps to ensure it is adhered to.

The explicit and exclusive aim of the Safeguarding and Child Protection Programme is to provide clear direction for reporting disclosures of abuse and commitment to the development of good practice and sound procedures to keep children safe and that child protection concerns are identified, referrals are handled sensitively, professionally and in ways that support the needs of the child's wellbeing.

This Order is intended only to protect children from abuse and is not intended to and does not create any rights or benefits, substantive or procedural, enforceable at law or in equity by a party against Lagos State, its departments, agencies or entities, its officers, employers or agents or any other person.

Issued this^{16th}..... day of December, 2016


Akinwunmi Ambode
Governor, Lagos State



LAGOS STATE SAFEGUARDING AND CHILD PROTECTION POLICY

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A. Foreword

One of the growing trends which calls for urgent attention in Nigeria today concerns incidents of Rape, Defilement, Domestic Violence, Child Abuse, Neglect and Maltreatment. The rampant news of alleged defilement, child abuse, through formal and informal reporting, is of particular concern to us in Lagos State for many reasons. The cosmopolitan nature of our State and its population density indicate that we must be very focused and firm in dealing with these incidents, lest they spread even more rapidly within our communities and continue to damage the emotional and physical well being of our children.

Most importantly, it is imperative for the State Government to take action against these crimes so as to ensure the safety and security of all residents and visitors. It is to this end that this Safeguarding and Child Protection Policy has been developed.

Child protection is about practices that ensure children accessing services are safe, ensuring that potential abuse and neglect, along with general concerns about child well being, are identified and appropriately responded to. It is key to building a culture of child protection where the safety and security of children is paramount.

The responsibility for making sure that children are safe and that their needs are met is shared between the family, the general community, professionals working with children, law enforcement and government. Each has a significant role to play to ensure the safety and well being of children and young people and to help prevent them from harm.

Whilst most child abuse occurs within families and communities, children also experience abuse and exploitation in organisations that provide them with support and services. Experience has found that physical, emotional abuse and neglect in child focused organisations and institutions are less systematic and usually unplanned. It is usually the result of poor conditions, bad work practices and negligent management.

This policy therefore describes the management systems and arrangements in place to create and maintain a safe environment for all our children. Furthermore, it identifies actions that should be taken to redress any concerns about child welfare.

This Policy now makes it mandatory for all schools, child-centred institutions like crèches and recreational centres; located in the State, have a Child Protection Policy in place which ensures that the rights of children are safeguarded. This mandatory requirement also extends to institutions and organizations in the State's public and private sectors.

As a living document, this policy would continue to evolve as we learn how to better identify and respond to vulnerable children.

It is my sincere hope that with the implementation of this policy will help us avoid incidences of child abuse, establish a culture of early identification and effective intervention of cases. This will help to minimize the initial and long-term effects of child abuse and promote recovery of the children and families concerned.

In Lagos State, for years to come, we will continue to Safeguard and Protect the rights of our children.

His Excellency
Mr. Akinwunmi Ambode
Governor of Lagos State
December, 2016

B. Acknowledgments

The Lagos State Domestic and Sexual Violence Response Team (DSVRT) headed by the Attorney-General and Commissioner for Justice, Mr. M. Adeniji Kazeem would like to thank His Excellency, the Governor of Lagos State, Mr. Akinwunmi Ambode for His firm commitment and resolve in upholding the rights of children in Lagos State.

We would also want to appreciate Her Excellency, Dr. Idiat Adebule, the Deputy Governor of Lagos State, the Honourable Commissioner for Youth and Social Development, Pharm. Uzamat Akinbule-Yusuf, the Hon. Commissioner for Women Affairs & Poverty Alleviation, Hon. Lola Akande, the Hon. Commissioner for Health Dr. Olajide Idris, the Director-General of the Lagos State Safety Commission, Mr. Fouad Alade Oki and their respective teams for reviewing this Safeguarding and Child Protection Policy.

We also appreciate the technical team that drafted this Policy and ensured that all relevant stakeholders were consulted and their views represented.

The technical team headed by Mrs. Laide Latinwo, comprised Mrs. Alaba Fadairo, Mrs Kehinde Idowu, Mrs. Busola Agagu, Dr. Okunnu, and Mrs. Titilola Vivour-Adeniyi.

The following persons are acknowledged for their technical contributions to the Policy, Mrs. Roseleen Akinroye, representative of United Nations International Children's Emergency Fund, (UNICEF), Mr. Taiwo Akinlami of Taiwo Akinlami Academy, Mrs. Lola Alonge of Child Health Advocacy Initiative, Mrs. Yemi Ebulu of Saffron SDG and Inspector Kenneth Okafor of the Nigeria Police Force.

Titilola Vivour-Adeniyi

Coordinator

Lagos State Domestic and Sexual Violence Response Team

December, 2016

C. Introduction

Children are important to the country's human capital. Human capital can be developed to an optimum level by providing a safe and conducive environment. Therefore, the protection of children from neglect, abuse, violence and exploitation is an important aspect and should be given priority.

This Safeguarding and Child Protection policy is therefore necessary at this time to encourage all agencies, organisations and community members to give priority to the protection of children as a shared responsibility. This policy is a catalyst for awareness and commitment of all parties, including every member of the community in the protection of children.

D. Vision

The Lagos State Government aims to create 'child safe' environments, where children are respected, protected, empowered and participate in their own protection, and where all staff are skilled, confident and competent and well supported in meeting their protection responsibilities.

E. General Policy Statement

The Lagos State Government considers child abuse unacceptable in all circumstances and has a moral duty and obligation to ensure that all staff that work with children function with a view to safeguarding and promoting the welfare of children. This will be achieved by identifying and managing risks that may lead to harm.

1. The rights, welfare and safety of the child, are the State Government's first and paramount consideration.
2. This policy supports all State Government staff to respond appropriately to potential child protection concerns, including suspected abuse or neglect. It is our commitment to protect children from abuse and to recognise the important role of staff that have dealings with children.
3. All children in the State must be treated equally with respect and fairness, regardless of age, culture, religious background, disability, creed, ethnicity or health status.

F. Policy Scope

The provision of this policy applies to:

1. All State Government organisations
2. All schools, child-centered structures, orphanages and child related institutions located in the State
3. All institutions and organizations in the State's public and private sectors, both formal and informal. (Key stakeholders include relevant Ministries, Lagos State Safety Commission, Lagos State Quality Education Assurance Bureau, Department of Private Education, etc)
4. All employers/employees and prospective employers/employees from the public and private sectors in the State.
5. All practices related to human resource that form part of the policy component of any organization.

This policy should be used wherever services are provided for children. It therefore provides a broad framework and expectations to protect children and prevent abuse, including (but not limited to) staff behaviours in response to actual or suspected child abuse and neglect.

G. Definitions

- **Child** – any person under 18 years as provided by the Child's Rights Law 2007 Laws of Lagos State of Nigeria

- **Child protection** – Child protection is the process of protecting individual children identified as either suffering, or likely to suffer, significant harm as a result of abuse or neglect. It involves measures and structures designed to prevent and respond to abuse and neglect
- **Child Protection Unit, Ministry of Youth & Social Development**– the department responsible for safeguarding the development of the child through the prevention of all forms of abuse against children, coordinating response and investigation of suspected abuse and neglect and for providing care and protection to children found to be in need.
- **Designated person for child protection** – the manager/supervisor or designated person responsible for providing advice and support to staff where they have a concern about an individual child or who want advice about child protection policy.
- **Disclosure** – information given to a staff member by a child, parent or caregiver or a third party in relation to abuse or neglect.
- **Physical abuse** includes acts of violence such as punching (hitting with a fist), kicking, whipping, beating with an object, choking, smothering, trying to drown, burning intentionally, or using or threatening to use a gun, knife or other weapon, regardless of whether or not it resulted in obvious physical or mental injury. It is not focused on acts of discipline, although many of those perpetrating the violence may be doing so in the name of “discipline”.
- **Safeguarding**- Safeguarding is a term which is broader than 'child protection' and relates to the action taken to promote the welfare of children and protect them from harm. Safeguarding is: protecting children from maltreatment; preventing impairment of children's health and development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; taking action to enable all children to have the best outcomes.
- **Significant Harm** - Some children are in need of help and intervention because they are suffering, or likely to suffer, significant harm. This is the threshold that justifies compulsory intervention in family life in the best interests and promotion of the welfare of a child. Significant harm can be considered as the severity of maltreatment, the degree, extent, duration and frequency of abuse and neglect; the extent of premeditation, presence or degree of threat, coercion, sadism and bizarre or unusual elements
- **Social Worker**- Social care qualified professionals with case responsibility including receiving and responding to child concerns/referrals.
- **Specialised Police Unit in the Nigeria Police (presently referred to as Juvenile Welfare Centre)**– the agency responsible for responding to situations where a child is in immediate danger and for working with Child Protection Unit and investigating cases of abuse or neglect where an offence may have occurred.
- **Sexual abuse** includes any act that involves forcing or enticing a child to take part in sexual activities, whether or not they are aware of what is happening. It is not necessary for the child to be aware that the activity is sexual and the apparent consent of the child is irrelevant. Sexual abuse can be, but is not limited to:

- o **Contact abuse:** touching breasts, genital/anal fondling, masturbation, oral sex, penetrative or non-penetrative contact with the anus or genitals, encouraging the child to perform such acts on the perpetrator or another, involvement of the child in activities for the purposes of pornography, prostitution or pressure
- o **Non-contact abuse:** exhibitionism, exposure to pornographic or sexual imagery, inappropriate photography or depictions of sexual or suggestive behaviours or comments.
- **Emotional abuse** – any act or omission that results in adverse or impaired psychological, social, intellectual and emotional functioning or development. This can include:
 - Patterns of isolation, degradation, constant criticism or negative comparison to others. Isolating, corrupting, exploiting or terrorising a child can also be emotional abuse.
 - Exposure to family or intimate partner violence.
- **Neglect** – Neglect is the most common form of abuse and it has the potential of seriously impairing the child's health or development. Forms of Neglect include-
 - o Physical- Looking rough and uncared for, dirty, without appropriate clothing, underweight), not providing the necessities of life like a warm place, food and clothing.
 - o Emotional- Not providing comfort, attention and love
 - o Neglectful supervision- Leaving children without someone safe looking after them, no safe home to return to).
 - o Medical Neglect- Failure to present child for timely immunization, persistent nappy rash or skin disorders or not taking care of health needs.
 - o Educational or Vocational Neglect- Allowing chronic truancy, failure to enroll in school or vocational training centers or inattention to education needs).

H. Legal Framework:-

1. This policy was drawn up on the basis of law and guidance that seeks to protect children namely:-
 1. Convention on the Rights of the Child 1989
 2. African Charter on the Rights and Welfare of the Child, 1999
 3. Child's Rights Act, 2003
 4. Lagos State Child's Rights Law, 2007
 5. Prevention Against Domestic Violence Law, 2007
 6. Criminal Law of Lagos State 2011
 7. The Family Court of Lagos State (Civil Procedure) Rules 2012
 8. EO/BRF/005OF2014, Lagos State Sex Offenders Monitoring Programme And Mandated Reporting, 2014
2. These laws and policies promote four State goals for child protection and safeguarding:

Safety – All children have the right to live in an environment free from abuse and neglect. The safety of children is the paramount concern that must guide child protection efforts.

Permanency – Children need a family and a permanent place to call home. A sense of continuity and connectedness is central to children's healthy development.

Health and Well-being – Children deserve nurturing families and environments in which their physical, emotional, educational, social and health needs are met.

Safeguarding and promoting the welfare of children, by -

- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- Undertaking that role so as to enable those children to have optimum life chances and to enter adulthood successfully.

Child protection practices must take into account each child's needs and should promote the healthy development and sustainability of family relationships and units.

I. Safeguarding

1. In promoting the welfare of children and protecting them from harm, all organisations will seek to keep children in their custody safe by:-
 - a) valuing them, listening to and protecting them,
 - b) creating an environment to encourage children to develop a positive self image,
 - c) encouraging children to develop a sense of independence and autonomy in a way that is appropriate to their age and stage of development,
 - d) providing a safe and secure environment for all children,
 - e) sharing information about child protection and good practice with children, parents, staff and volunteers,
 - f) sharing concerns with relevant agencies and involving parents and children appropriately.

J. Identifying child abuse and neglect

1. The approach of the State Government to identifying abuse or neglect is guided by the following principles:

Overall Wellbeing of the Child

- The overall wellbeing and the risk of harm to the child. It is not so important to be able to categorise the type of abuse or neglect.

The Best Interest of the Child

- We understand that every situation is different and it is important to consider all available information about the child and their environment before reaching conclusions. For example, behavioural concerns may be the result of life events, such as divorce, accidental injury or the arrival of a new sibling etc.

Consultation and Transparency

- When there is any concern that a child is showing signs of potential abuse or neglect, it is normal for you to feel uncertain. However, the important thing is that you should be able to recognise when something is wrong, you should talk to someone immediately, either a colleague, the organisation's Designated Person for Child Protection, the Lagos State Child Protection Unit, other State agencies, Child Protection experts and relevant Non Governmental Organisation's – we should not act alone.

Early Recognition and Intervention

- Early recognition and intervention is essential to avoid long-term damage, while the risk of fatalities from neglect may be as high as that from physical abuse. All forms of abuse can be presented to professionals in strategic services including; health professionals, who are in a unique position to notice early signs of parental and child difficulties; the police, are often the first agency to become aware of domestic violence, sexual violence, often associated with community violence as well as physical and emotional abuse of children. Teachers, school nurses and educational psychologists who see children on a daily basis are in the best position to identify chronic, slowly deteriorating situations.

K. Safer Recruitment of all staff who work with children

1. 'Child Protection' must be integrated into the induction programme of newly recruit staff.
2. All organisations which employ staff or volunteers to work with children should adopt a consistent and thorough **safe recruitment** process of personnel, voluntary or paid who have direct or indirect contact with children in order to ensure that those recruited are suitable. The following shall therefore be considered in the recruitment process for personnel:-
 - i. A minimum of two (2) written character references, by a family member and any other person that has more than two years relationship with candidate, shall be provided by the candidate. Verification of the references must be carried out by the concerned organization before an offer of employment is made.
 - ii. A signed statement of commitment to the organization's Child Protection Policy must be a condition of employment.
 - iii. All intending personnel should be mandated to depose to an affidavit of good behaviour as regards their interaction with children.
 - iv. At least one member of the recruitment panel should have undergone training or be familiar with the issues of child protection and safer recruitment guidelines.
 - v. The principles of safe recruitment should be included in the terms of any contract drawn up between the organisation and staff, contractors or agencies that provide services to work with, children for whom the organisation is responsible.
 - vi. All organisations are mandated to carry out a background search in the Lagos State Sex Offenders Register to determine whether or not the intending personnel is a sex convict.
 - vii. The organisation should monitor compliance with the contract which should also include a requirement that the provider will not sub-contract to any personnel who has not been part of a safe recruitment process.

L. Guidance on identifying possible abuse or neglect

The Lagos State Government is committed to ensuring that all organisations that come in contact with children and take care of children:-

- Provide a safe environment for children;
- Implement preventive measures to identify children who are at risk of abuse (children living with disabilities); and
- Take appropriate action to see that such children are kept safe from harm.

In pursuit of these aims, the State Government will approve and annually review policies and procedures with the aim of:

- Raising awareness of issues relating to the welfare, protection and the promotion of a safe environment for children
- Strengthening procedures for reporting concerns
- Strengthening procedures for reporting and dealing with allegations of abuse against members of staff
- A child friendly recruitment process of staff

M. Display of information

All facility areas that provide services to children must display information of the organisations 'Child Protection Policy', brochures and posters pertaining to safeguarding the safety, welfare and well-being of every child (including, accessing support and interventions for child abuse, maltreatment and neglect).

N. Trainings

- i. Individual organisations are responsible for ensuring that their staff and volunteers working with children access and receive regular training to equip them with skills and knowledge to; understand, identify, respond to child protection issues; are competent and confident in carrying out their responsibilities for safeguarding and promoting children's welfare.
- ii. Individual organisations must ensure that staff are aware of how to recognise and respond to child protection and safeguarding concerns, including signs of possible maltreatment, neglect or exploitation.
- iii. As part of the planning of training, all staff and volunteers training should be available at a number of levels to address the learning needs of these staff.
- iv. All staff and volunteers should have an awareness of, and access to information about local welfare and child centered agencies, government policies, guidance and practice in relation to children's welfare.

O. Infrastructure and Physical Protection

- i. The Lagos State Government through the Ministry of Youth and Social Development shall ensure that the physical environment of all child institutions, homes/ shelters and centres, crèches, early childhood education institutions, primary and secondary school environments are safe for all children.
- ii. The following are minimal standards for such facilities:-
 - a. The best interest of the child shall be considered in the site selection process

- b. Facilities selected must be fit for children to play in with no pending danger
- c. Sites locations and spaces for children's participation and accommodation should be conducive and not overcrowded.

P. Resource Mobilization

This policy shall be implemented through cost-effective measures by;

- 1. Making child protection a priority item for budgetary appropriation by stakeholders
- 2. Allocated funds for the purpose of implementing child protection programmes and projects shall not be diverted to other projects, and such funds shall be released on time and utilized judiciously.

Q. Feedback Mechanism (responsibilities for designated unit)

The relevant ministries will receive from the Child Protection Unit, a quarterly report, which reviews how the duties of the Unit have been discharged. The quarterly report will contain amongst other things -

- i. Details of all parties concerned,
- ii. Steps taken by the relevant authorities in addressing the abuse,
- iii. Summary of the Case Management plan for each case,
- iv. Details of Case closure.

R. Designated Child Protection/Safeguarding Officer

A senior member of staff or management in each institution who has lead responsibility for child protection issues in that institution and provides child protection advice to frontline professionals clinicians, e.g. child protection lead in schools, designated Medical Social Workers etc.

- 1. The designated senior member of staff with lead responsibility for child protection issues is the Social Worker or trained Child Protection personnel in every organisation this policy applies to.
- 2. He/she has a key duty to take lead responsibility for raising awareness within the organisation, disseminating information on issues relating to the welfare of children and the promotion of a safe environment for the children.
- 3. He/she must receive appropriate training and should keep up to date with developments in child protection issues. He/she will also have responsibility for making new staff and volunteers aware of the existing child protection policy and subsequent reviews and updates.
- 4. He/she will be the main contact point for Child Protection issues and will have (referral directory, this should be put together and disseminated among staff & Civil Society Organisations) contact details for relevant organisations. This list will include contact details of relevant individuals and provisions such as the Child Protection Unit Helpline, the Child Development Department Helpline, the Lagos State Domestic and Sexual Violence Response Team, the Nigerian police, relevant Non-Governmental Organisations and other relevant organisations.

5. The Designated Child Protection/Safeguarding Officer personnel in every organisation should collate all data of abuse and neglect and submit e-copy and hard copy quarterly to the Child Protection Unit of the Ministry of Youth and Social Development.

S. Role of Designated Staff

The Social Worker or Designated Officer trained in child protection in every organization will serve as the Child Protection Coordinator with special responsibility for child protection whose responsibilities include: Coordinate a system-wide response to child abuse and neglect.

- 1) Ensure audit and evaluation tools are in place to assess child protection policy, processes and practice.
- 2) Ensure regular audits of child protection practice.
- 3) Access and provide resources required to support the programme and make these available for staff .
- 4) Provide support and advice to staff regarding child abuse and neglect.

T. Dealing with Disclosure of Abuse All disclosures must be treated with professionalism and confidentiality

If a child tells a member of staff about possible abuse:

- Listen carefully and stay calm.
- Do not interview the child, but question normally and without pressure, in order to be sure that you understand what the child is telling you. E.g what happened next?
- Do not put words into the child's mouth.
- Reassure the child that by telling you, they have done the right thing.
- Inform the child that you must pass the information on, but that only those who need to know about it will be told. Inform them of whom you will report the matter.
- Note the main points carefully
- Open a case file detailing the date, time, place, what the child said, did and your questions etc. for each case Staff should not investigate concerns or allegations themselves, but should report them immediately to the Designated Person, who should make a referral to the appropriate agency.

U. Confidentiality and Information Sharing

The Designated Officer or Social worker in all organisations must preserve the confidentiality of all actual or suspected child abuse and neglect reports including name and contact information to protect the privacy rights of the child and the child's parents or guardians.

Information in relation to child protection concerns should be shared on a “need to know” basis. However, the sharing of information is vital to child protection and, therefore, the issue of confidentiality is secondary to a child's need for protection.

V. Record Keeping

A record of any related discussion, (including copies of correspondence, where appropriate).

- This concern with any earlier concerns, if the notification is based on an accumulation of

concerns (rather than a specific incident).

- A record of any advice received.
- The action taken including any rationale.

W. Reporting and Dealing with Allegations of Abuse against Members of Staff.

The procedures apply to all staff as well as to volunteers. The word “staff” is used for ease of description.

1. All reports and allegations of child abuse against staff members will be promptly and thoroughly investigated.
2. The State Government shall have a circular on reporting of and dealing with child abuse against staff members. This will be shared to all staff members at the beginning of the year. All matters involving allegations against staff need to be escalated to the management team.
3. To ensure the child is kept safe, management should take steps to remove the staff member against whom an allegation has been made from the environment.
4. The Lagos State Government recognises that the Child's Rights Law, 2007 states that the welfare of the child is the paramount concern. It is also recognised that hasty or ill-informed decisions in connection with a member of staff can irreparably damage an individual's reputation, confidence and career. Therefore, steps will be put in place to discourage spurious reports.

X. SERIOUS CASE REVIEWS

The Maternal Perinatal Death Surveillance Report Committee is mandated to undertake a serious case review when a child dies (including death by suicide) and abuse or neglect is known or suspected to be a factor in their death. The purpose of the serious case review is to:

1. Find out if there are any lessons to be learnt from the case about how local professionals and agencies work together to safeguard and promote the welfare of children
2. Identify what those lessons are, how they will be acted on and what is expected to change as a result of the serious case review.
3. Improve inter-agency working to better safeguard and promote the welfare of children

Y. POLICY IMPLEMENTATION

The Ministry of Youth and Social Development, in partnership with the Lagos State Domestic and Sexual Violence Response Team will meet its commitment to safeguard and protect children through the following:

1. Ensure coordinated policy implementation;
2. Conduct quarterly child protection audits and spot checks to monitor the child protection systems of all institutions this policy applies to;
3. Monitor internal and external compliance with the policy;

4. Provide child protection training for all concerned State Government officials and relevant stakeholders; and
5. Create awareness of child protection obligations under the policy.

Z. REVIEW AND MONITORING

This Policy will be jointly monitored and reviewed annually by the Lagos State Child's Rights Law Implementation Committee and the Lagos State Domestic and Sexual Violence Response Team to ensure compliance with the guidelines or in the following circumstances:

1. Change in legislation and or government guidance
2. As a result of any other significant change or event
3. Learning from Serious Case Review.

Should anyone believe that this policy is not being upheld, it is their duty to report the matter to the attention of the designated person at the earliest opportunity.

On behalf of the Lagos State Government, the Lagos State Child Rights Law Implementation Committee and the Lagos State Domestic and Sexual Violence Response Team shall jointly oversee the implementation of the Safeguarding and Child Protection Policy and take all necessary steps to ensure it is adhered to.

Dated this day of December, 2016

Mr. Akinwunmi Ambode
Governor, Lagos State

REFERRAL DIRECTORY

S/N	AGENCIES	ADDRESS	PHONE NUMBER	EMAIL ADDRESS	NATURE OF CARE
1	NIGERIA POLICE GENDER DESK OFFICE	LAGOS STATE POLICE COMMAND, GRA- IKEJA	0808-1775-590 0812-715-5162	COMPOLLAGOS@YAHOO.COM	CHILD ABUSE& DOMESTIC VIOLENCE
2	MINISTRY OF YOUTH AND SOCIAL DEVELOPMENT	BLOCK 18, LAGOS STATE SECRETARIAT, ALAUSA, IKEJA.	0818-3050-639	YOUTHANDSOCIALDEVELOPM ENT.LAGOSSTATE.GOV.NG	CHILD PROTECTION, COUSELLING AND SHELTER
3	LAGOS STATE MINISTRY OF EDUCATION	BLOCK 3 , MINISTRY OF EDUCATION, LAGOS STATE SECRETARIAT, ALAUSA, IKEJA.	0808-7590-064	EDUCATION.LAGOSSTATE.GOV .NG	CHILD PROTECTION
4	LAGOS STATE QUALITY EDUCATION ASSURANCE BUREAU	BLOCK 3 , MINISTRY OF EDUCATION, LAGOS STATE SECRETARIAT, ALAUSA, IKEJA.	0701-664-7415	INFO@LAGOSEDUQA.COM	SAFEGUARDING & CHILD PROTECTION
5	PRIVATE EDUCATION DEPARTMENT	BLOCK 3, MINISTRY OF EDUCATION, LAGOS STATE SECRETARIAT, ALAUSA, IKEJA.	0803-328-8386	EGBELEYI@YAHOO.COM	SAFEGUARDING & CHILD PROTECTION
6	LAGOS STATE MINISTRY OF HEALTH	BLOCK 4, MINISTRY OF HEALTH, LAGOS STATE SECRETARIAT, ALAUSA, IKEJA.	0803-3578-492	HEALTH.LAGOSSTATE.GOV.NG	CHILD RIGHT TO HEALTH
7	NATIONAL AGENCY FOR THE PROHIBITION OF TRAFFIC IN PERSON	165B OBA LADEJOBI STREET, OFF OBA AKINJOBI STREET, GRA, IKEJA.	0708-0601-801	INFOLAGOS@NAPTIP.GOV.NG	TRAFFICKED CHILDREN AND REHABILITATION
8	OFFICE OF THE PUBLIC DEFENDER	2-8 IYUN STREET, STADIUM BUS-STOP/ BARRACKS, SURULERE, LAGOS.	0708-0601-080	OPDLAGOS@YAHOO.COM	LEGAL REPRESENTATION OF CHILDREN IN CONFLICT WITH THE LAW CHILD PROTECTION
9	ONE STOP CHILD JUSTICE CENTRE, DIRECTORATE OF CITIZENS' RIGHTS	BLOCK 2, MINISTRY OF JUSTICE, SECRETARIAT, ALAUSA.	0908-518-0570 0807-722-5566	INFO@LAGOSMINISTRYOFJUSTICE.COM	LEGAL REPRESENTATION OF CHILDREN IN CONFLICT WITH THE LAW CHILD PROTECTION
10	LAGOS STATE SAFETY COMMISSION	BLOCK 18 B, THE SECRETARIAT, ALAUSA, IKEJA.	0818-100-2233 0704-6494972	INFO@SAFETYINLAGOS.COM	ENSURES SAFETY OF LIVES & PROPERTY

11	CHILD TO CHILD NETWORK	11, FAGBILE STREET, OFF CLEGG STREET, OJUELEGBA, SURULERE.	0803-348-4510 0809-607-2168	CHILDTOCHILDNT@YAHOO.COM	CHILD PROTECTION AND COUNSELING
12	MIRABEL CENTER	LAGOS STATE UNIVERSITY TEACHING HOSPITAL (LASUTH), IKEJA.	0818-724-3468 0701-349-1769	SARC@PINIGERIA.ORG	COUNSELLING AND HEALTH SERVICES
13	UNICEF	LUGARD STREET IKOYI LAGOS	01-461-4298/ 01-461-5644	LAGOS@UNICEF.ORG	CHILD PROTECTION SPECIALIST
14	LAGOS STATE DOMESTIC AND SEXUAL VIOLENCE RESPONSE TEAM	BLOCK 2, MINISTRY OF JUSTICE, SECRETARIAT, ALAUSA, IKEJA	0813-796-0048	INFO@DSVRTLAGOS.ORG	PROVIDES HOLLISTIC RESPONSE TO SEXUAL AND GENDER BASED VIOLENCE

Annexure 2

Sample Safeguarding and Child Protection Policy statement

USE THIS EXAMPLE AS A STARTING POINT FOR WRITING A POLICY THAT IS TAILORED TO YOUR ORGANISATION

1. OUR SAFEGUARDING AND CHILD PROTECTION POLICY

This Safeguarding and Child Protection policy applies to all staff, including managers and board of trustees, volunteers, students or anyone working on behalf of **(name of organisation)**

2. PURPOSE

The purpose of this policy is to:-

1. Protect children who receive (name or group/ organisation) services.
2. Provide staff and volunteers with the overarching principles that guide our approach to safeguarding and protection.

[Insert name of organisation] acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance, best practices and requirements.

3. GENERAL POLICY STATEMENT.

[Insert name of organisation] RECOGNISES THAT:-

1. The welfare of the child is paramount as enshrined by the Child's Rights Law, 2007
2. All children, regardless of age, disability, gender, religious beliefs, ethnicity, disability or socio-economic background have a right to equal protection for all types of abuse.
3. Some children are additionally vulnerable because of the impact of previous experiences, dependency, communication needs or other issues
4. Working in partnership with children, young people, their parents, carers and other relevant agencies is essential in promoting children's welfare.

4. DEFINITIONS

- **Child** – any person under 18 years as provided by the Child's Rights Law 2007 Laws of Lagos State of Nigeria
- **Child protection** – Child protection is the process of protecting individual children identified as either suffering, or likely to suffer, significant harm as a result of abuse or neglect. It involves measures and structures designed to prevent and respond to abuse and neglect
- **Child Protection Unit, Ministry of Youth & Social Development** – the department responsible for safeguarding the development of the child through the prevention of all forms of abuse against children, coordinating response and investigation of suspected abuse and neglect and for providing care and protection to children found to be in need.
- **Designated person for child protection** – the manager/supervisor or designated person responsible for providing advice and support to staff where they have a concern about an

individual child or who want advice about child protection policy.

- **Disclosure** – information given to a staff member by a child, parent or caregiver or a third party in relation to abuse or neglect.
- **Physical abuse** includes acts of violence such as punching (hitting with a fist), kicking, whipping, beating with an object, choking, smothering, trying to drown, burning intentionally, or using or threatening to use a gun, knife or other weapon, regardless of whether or not it resulted in obvious physical or mental injury. It is not focused on acts of discipline, although many of those perpetrating the violence may be doing so in the name of “discipline”.
- **Safeguarding**- Safeguarding is a term which is broader than 'child protection' and relates to the action taken to promote the welfare of children and protect them from harm. Safeguarding is: protecting children from maltreatment; preventing impairment of children's health and development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; taking action to enable all children to have the best outcomes.
- **Significant Harm** - Some children are in need of help and intervention because they are suffering, or likely to suffer, significant harm. This is the threshold that justifies compulsory intervention in family life in the best interests and promotion of the welfare of a child. Significant harm can be considered as the severity of maltreatment, the degree, extent, duration and frequency of abuse and neglect; the extent of premeditation, presence or degree of threat, coercion, sadism and bizarre or unusual elements
- **Social Worker**- Social care qualified professionals with case responsibility including receiving and responding to child concerns/referrals.
- **Specialised Police Unit in the Nigeria Police (presently referred to as Juvenile Welfare Centre)**– the agency responsible for responding to situations where a child is in immediate danger and for working with Child Protection Unit and investigating cases of abuse or neglect where an offence may have occurred.
- **Sexual abuse** includes any act that involves forcing or enticing a child to take part in sexual activities, whether or not they are aware of what is happening. It is not necessary for the child to be aware that the activity is sexual and the apparent consent of the child is irrelevant. Sexual abuse can be, but is not limited to:
 - o **Contact abuse:** touching breasts, genital/anal fondling, masturbation, oral sex, penetrative or non-penetrative contact with the anus or genitals, encouraging the child to perform such acts on the perpetrator or another, involvement of the child in activities for the purposes of pornography or prostitution.
 - o **Non-contact abuse:** exhibitionism, exposure to pornographic or sexual imagery, inappropriate photography or depictions of sexual or suggestive behaviours or comments.
- **Emotional abuse** – any act or omission that results in adverse or impaired psychological, social, intellectual and emotional functioning or development. This can include:
 - Patterns of isolation, degradation, constant criticism or negative comparison to others. Isolating, corrupting, exploiting or terrorising a child can also be emotional abuse.
 - Exposure to family or intimate partner violence.

- **Neglect** –Neglect is the most common form of abuse and it has the potential of seriously impairing the child's health or development. Forms of Neglect include-
 - o Physical- Looking rough and uncared for, dirty, without appropriate clothing, underweight), not providing the necessities of life like a warm place, food and clothing.
 - o Emotional- Not providing comfort, attention and love
 - o Neglectful supervision- Leaving children without someone safe looking after them, no safe home to return to).
 - o Medical Neglect- Failure to present child for timely immunization, persistent nappy rash or skin disorders or not taking care of health needs.
 - o Educational or Vocational Neglect- Allowing chronic truancy, failure to enroll in school or vocational training centers or inattention to education needs).

5. LEGAL FRAMEWORK

1. Convention on the Rights of the Child 1989
2. African Charter on the Rights and Welfare of the Child, 1999
3. Child's Rights Act, 2003
4. Lagos State Child's Rights Law, 2007
5. Prevention Against Domestic Violence Law, 2007
6. Criminal Law of Lagos State 2011
7. The Family Court of Lagos State (Civil Procedure) Rules 2012
8. EO/BRF/005OF2014, Lagos State Sex Offenders Monitoring Programme And Mandated Reporting, 2014

6. SAFEGUARDING AND CHILD PROTECTION

[Insert name of organisation] WILL SEEK TO KEEP CHILDREN TO KEEP SAFE BY:-

- a) Protecting and valuing them, listening to and protecting them,
- b) Creating an environment to encourage children to develop a positive self image,
- c) Encouraging children to develop a sense of independence and autonomy in a way that is appropriate to their age and stage of development,
- d) Providing a safe and secure environment for all children,
- e) Sharing information about child protection and good practice with children, parents, staff and volunteers,
- f) Sharing concerns with relevant agencies and involving parents and children appropriately.
- g) Promote and prioritise the safety and wellbeing of children and young people.
- h) Ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people.
- i) Ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern.
- j) Ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored.
- k) Prevent the employment/deployment of unsuitable individuals.
- l) Ensure robust safeguarding arrangements and procedures are in operation.

7. DISSEMINATION

The policy and procedures will be widely promoted and are mandatory for everyone involved in **[Insert name of organisation]**. Failure to comply with the policy and procedures will be addressed

without delay and may ultimately result in dismissal/exclusion from the organisation.

8. MONITORING

The policy will be reviewed a year after development and then every three years, or in the following circumstances:

- a) Changes in legislation and/or government guidance
- b) As a result of any other significant change or event.

This policy was last reviewed on..... (date)

Signed:-.....

(This should be signed by the most senior person in your organisation, for example, the Safeguarding or Child Protection Lead lead on your Board of Trustees)