



CHILD PROTECTION MANUAL FOR JUMBO FISH FARM (JFF)

Introduction

At Jumbo Fish Farm (JFF), we are committed to ensuring the safety, welfare, and rights of all children who interact with our operations. This Child Protection Manual outlines policies, procedures, and practices to safeguard children from harm and promote their well-being.

Objectives

1. **Protect children** from abuse, exploitation, and harm in all contexts.
2. **Provide a safe environment** for children visiting or involved in JFF activities.
3. **Raise awareness** among staff, partners, and stakeholders about child protection.
4. **Ensure compliance** with national laws and international standards on child protection.

Guiding Principles

1. **Best Interests of the Child:** All actions concerning children shall prioritize their best interests.
2. **Zero Tolerance for Abuse:** JFF maintains zero tolerance for child abuse in any form.
3. **Inclusivity:** All children, regardless of gender, ability, ethnicity, or socio-economic background, deserve equal protection.
4. **Confidentiality:** Child protection matters will be handled with utmost confidentiality to safeguard privacy.
5. **Accountability:** All staff and partners are accountable for upholding child protection standards.

Scope of Application

This manual applies to:

- JFF staff and management



- Contractors and suppliers
- Visitors to JFF premises
- Community members and partners involved in JFF programs

Definitions

- **Child:** Any individual under the age of 18 years.
- **Child Abuse:** Any action or inaction that results in harm, potential harm, or threat to a child's well-being.

Code of Conduct

JFF staff, partners, and stakeholders must:

1. Treat all children with respect and dignity.
2. Avoid inappropriate physical contact or language.
3. Not exploit or abuse children in any manner.
4. Obtain informed consent from guardians for child participation in activities.
5. Report any suspicions or allegations of abuse promptly.

Reporting Mechanisms

1. **Immediate Action:** If abuse is suspected, report it immediately to the management.
2. **Confidential Channels:** Reports can be made via:
 - Email: customercare@jumbofishfarm.com
 - Hotline: +25429 832 554
3. **External Authorities:** Serious cases must be reported to local child protection authorities or law enforcement.
4. **Non-Retaliation:** JFF ensures no retaliation against individuals who report child protection concerns in good faith.

Preventive Measures

1. **Recruitment:**
 - Conduct background checks for all staff and volunteers.
 - Include child protection clauses in contracts.
2. **Training:**
 - Regular training sessions for staff on child protection policies and practices.
3. **Visitor Management:**
 - Ensure visitors are supervised when interacting with children on JFF premises.
 - Prohibit unauthorized photography of children.
4. **Community Engagement:**
 - Partner with local organizations to promote child protection awareness.

Procedures for Handling Incidents

1. **Immediate Safety:** Ensure the child's safety by removing them from harm's way.
2. **Documentation:** Record details of the incident using the Incident Reporting Form.
3. **Support Services:** Provide medical, psychological, or legal assistance as required.
4. **Investigation:** Conduct a thorough investigation while maintaining confidentiality.
5. **Resolution:** Implement corrective actions, including disciplinary measures or legal action.

Monitoring and Evaluation

- **Annual Reviews:** Assess the effectiveness of child protection policies and practices.
- **Feedback Mechanisms:** Encourage input from children and their guardians on safety measures.
- **Continuous Improvement:** Update policies in line with new legal or organizational developments.