



Fondazione per il Centro Studi “Città di Orvieto”
Università – Ricerca – Alta Formazione

Child Protection Policy

Premise

The Fondazione per il “Centro Studi Città di Orvieto” is a cultural institute dedicated to conducting educational and instructional, cultural and artistic, research and training activities of high scientific qualification, which are beneficial for the social and economic development of the surrounding area. It is an agency for higher, continuous, and permanent education accredited by the Region of Umbria. The Quality Management System (EN ISO 9001:2015) of the C.S.C.O. Foundation is certified by BQC – Business Quality Certification (registration number: 100CN155671770 – 1). Legally, the Fondazione per il “Centro Studi Città di Orvieto” is a “foundation of participation,” established by the Municipality of Orvieto with a notarial deed dated August 8, 2000. It is a non-profit organization and cannot distribute profits. Since October 18, 2006, it has had Legal Personality and is registered under no. 30/2006 of the Prefectural Register of legal persons – Prefecture of Terni, Government Territorial Office. The Foundation establishes relationships with universities, institutions, companies, and cultural networks and participates in international cooperation projects.

Operational Principles of the Foundation

The Foundation has its own code of ethics and conduct, which guides its actions by recognizing and respecting the personal dignity and rights of individuals. The Fondazione per il “Centro Studi Città di Orvieto” is founded on the values of dignity and respect for the human person and on the principle of responsibility as described in the Code of Ethics. The Foundation requires its employees and collaborators to base their conduct on the aforementioned ethical principles and criteria of transparency, moral integrity, honesty, fairness, and good faith. Violations of these principles may result in sanctions up to and including unilateral termination of the employment relationship.

POLICY

The Foundation directs its activities towards initiatives that involve all segments of the public. Activities are divided by age groups and are aimed at adults and minors under 18 years of age.

05018 Orvieto (Terni) | Piazza Corsica, 2 | Tel. 0763.393496 | www.orvietostudi.it info@orvietostudi.it

Agenzia formativa accreditata presso la Regione dell'Umbria per la formazione superiore, continua e permanente.

Sistema di gestione qualità certificato UNI EN ISO 9001:2015 da BQC – Business Quality Certification, n° di registrazione: 100CN155671770-1; limitatamente alle attività di: progettazione, gestione ed erogazione di percorsi di formazione, convegni e congressi.



Fondazione per il Centro Studi “Città di Orvieto”

Università – Ricerca – Alta Formazione

Concerning this area of activity, it has therefore drafted and approved this “Child Protection Policy.”

This policy aims to:

- Minimize the risk of harm, abuse, or exploitation of minors during the activities carried out by the Foundation.
- Strengthen attention to minors in the planning of activities aimed at them.
- Raise awareness among employees, collaborators, and people involved in the Foundation's projects and activities on the issue of child protection.

With this policy, the Foundation intends to reaffirm the recognition of the value of each individual and the rejection of any form of discrimination based on any grounds such as gender, race, color, ethnic or social origin, genetic characteristics, language, religion or belief, political or other opinions, membership in a national minority, property, birth, disability, age, or sexual orientation.

This policy is inspired by:

- The Convention on the Rights of the Child adopted and opened for signature, ratification, and accession by General Assembly resolution 44/25 of November 20, 1989, entered into force on September 2, 1990, in accordance with article 49;
- The Council of Europe Convention on the Protection of Children against Sexual Exploitation and Sexual Abuse.
- The “Keep Children Safe” guide on “Child Safeguarding Standards and how to implement them.”

This document outlines general principles and provides operational guidelines, also recommending the use of the forms attached to this policy, for conducting design and educational activities that involve direct contact between the Fondazione per il “Centro Studi Città di Orvieto”(teachers, trainers, collaborators, or technical and/or administrative staff) and minors, for example in project activities, internships, stages, public engagement events aimed at schools. The objective of this policy is to prevent and minimize risks to minors directly involved in the Foundation's activities and, where possible, promote the well-being of minors. The involvement of minors in educational activities must be in accordance with the values of

05018 Orvieto (Terni) | Piazza Corsica, 2 | Tel. 0763.393496 | www.orvietostudi.it info@orvietostudi.it

Agenzia formativa accreditata presso la Regione dell'Umbria per la formazione superiore, continua e permanente.

Sistema di gestione qualità certificato UNI EN ISO 9001:2015 da BQC – Business Quality Certification, n° di registrazione: 100CN155671770-1; limitatamente alle attività di: progettazione, gestione ed erogazione di percorsi di formazione, convegni e congressi.



Fondazione per il Centro Studi “Città di Orvieto”

Università – Ricerca – Alta Formazione

dignity and respect for the human person. As a particularly vulnerable population, minors, when involved in educational activities, require special protection against violations of individual rights and undue exposure to risks. Although minors do not have the capacity to provide legally valid consent for their participation in activities, their will must be considered. A minor's refusal to participate in an activity precludes their involvement.

This policy applies to all educational activities and funded projects conducted by teachers, trainers, collaborators of the Foundation for the City of Orvieto Study Center, as well as, where legislation permits, on projects submitted by other external entities and to be carried out at the premises of the Foundation for the City of Orvieto Study Center. If educational, laboratory, and training activities are promoted by an external entity, of which the Fondazione per il “Centro Studi Città di Orvieto” is a partner, the evaluation of the ethical aspects related to the involvement of minors will be carried out according to the specific requirements provided by the call or tender, and their compatibility with the ethical standards of the Fondazione per il “Centro Studi Città di Orvieto” and those provided by national and international guidelines and regulations will be assessed by the scientific director.

PEOPLE

The Foundation recognizes that minors are entitled to all the rights recognized to human beings as such, for example, the right to life and physical integrity, the right to respect for private and family life, the right to equality without distinctions of language, religion, personal and social conditions. Furthermore, they are entitled to their own rights as individuals in formation, primarily the right to special protection considering their vulnerability as minors (art. 3 Convention on the Rights of the Child; art. 24 paragraph 2 Charter of Fundamental Rights of the European Union, known as the Charter of Nice). The Fondazione per il “Centro Studi Città di Orvieto” believes that in design and educational activities, all necessary measures must be taken to prevent and minimize risks to minors and ensure their well-being. It recognizes the importance of design and educational activities aimed at minors as strategic for achieving the Foundation's sustainable development goals, particularly to reduce inequalities and ensure health and well-being.

05018 Orvieto (Terni) | Piazza Corsica, 2 | Tel. 0763.393496 | www.orvietostudi.it info@orvietostudi.it

Agenzia formativa accreditata presso la Regione dell'Umbria per la formazione superiore, continua e permanente.

Sistema di gestione qualità certificato UNI EN ISO 9001:2015 da BQC – Business Quality Certification, n° di registrazione: 100CN155671770-1; limitatamente alle attività di: progettazione, gestione ed erogazione di percorsi di formazione, convegni e congressi.



Fondazione per il Centro Studi "Città di Orvieto"

Università - Ricerca - Alta Formazione

The Foundation prohibits all those who in any capacity have a relationship with minors on behalf of the Foundation from:

1. Perpetrating physical or psychological violence against a child.
2. Negatively influencing the harmonious and socio-relational development of the child.
3. Acting in a way that could be harmful or put the child at risk.
4. Using offensive, harmful, or inappropriate language or behavior with the child.
5. Establishing or maintaining interpersonal contacts with the child through online means (e-mail, chat, social networks, etc.) outside the activities provided or related to the implementation of the Foundation's projects.
6. Addressing a minor with violent content or methods.
7. Providing goods or other benefits to a minor outside the parameters and purposes established by the project activities or without the knowledge of the parent or guardian.
8. Discriminating against or treating differently or favoring some minors to the detriment of others.

The Foundation is committed, in the design of activities for children, to ensuring that those involved:

1. Promote the health and well-being of children, providing opportunities to participate in its activities safely.
2. Ensure the dissemination and maintenance of a culture of openness and sharing.
3. Value the skills and abilities of minors.
4. Avoid disseminating inappropriate materials to minors.
5. Minimize the use of information, stories, and images of children (such as photographs, videos, and social media) and avoid any misuse of the same.

PROCEDURES

To ensure compliance with the contents of the child protection policy, the Foundation, in planning and organizing activities aimed at minors, relies on the collaboration of staff and collaborators with proven experience and reliability, and partners with documented experience such as educational institutions, organizations operating in the children's sector, and

05018 Orvieto (Terni) | Piazza Corsica, 2 | Tel. 0763.393496 | www.orvietostudi.it info@orvietostudi.it

Agenzia formativa accreditata presso la Regione dell'Umbria per la formazione superiore, continua e permanente.

Sistema di gestione qualità certificato UNI EN ISO 9001:2015 da BQC - Business Quality Certification, n° di registrazione: 100CN155671770-1; limitatamente alle attività di: progettazione, gestione ed erogazione di percorsi di formazione, convegni e congressi.



Fondazione per il Centro Studi “Città di Orvieto”

Università – Ricerca – Alta Formazione

professionals who have not been convicted, or are under investigation, for crimes against minors. The Foundation commits to carrying out its activities in safe and protected environments such as its own premises, schools, and the premises of the associations with which it collaborates. The Foundation pays particular attention to communication, the management of social media and photo and video archives, and the performance of activities involving interaction with minors.

In this regard, it undertakes to:

- Collect photographic documentation of minors only where strictly necessary for activities related to the reporting of national/international projects in which the Foundation participates or for internal documentation needs.
- Comply with applicable regulations such as Regulation (EU) 2016/679 (General Data Protection Regulation), and not use the images for any purpose other than that for which it was necessary to acquire them.
- Rely on professionals with proven experience and who have not been convicted of crimes against minors to take photos and videos.
- Preferably, and in any case always if the consent for the use of the images has not been given by the parents of the minor, encrypt the minors' faces before publishing the images on the website or social channels.

ACCOUNTABILITY

The policy integrates the Foundation's organizational and procedural framework and is published on the Foundation's website. The policy will be brought to the attention of staff and collaborators, as well as the bodies and organizations that work with minors on behalf of the Foundation. Formal acknowledgment and adherence to the Foundation's Child Protection Policy will be requested, and a commitment to rigorous respect for the principles and values contained therein will be acquired at the beginning of every new collaboration with persons and/or organizations that work with minors on behalf of the Foundation. Any violation of the policy may entail the application of sanctions that may go as far as unilateral withdrawal from the contract.

05018 Orvieto (Terni) | Piazza Corsica, 2 | Tel. 0763.393496 | www.orvietostudi.it info@orvietostudi.it

Agenzia formativa accreditata presso la Regione dell'Umbria per la formazione superiore, continua e permanente.

Sistema di gestione qualità certificato UNI EN ISO 9001:2015 da BQC – Business Quality Certification, n° di registrazione: 100CN155671770-1; limitatamente alle attività di: progettazione, gestione ed erogazione di percorsi di formazione, convegni e congressi.



Fondazione per il Centro Studi "Città di Orvieto"

Università - Ricerca - Alta Formazione

At the start of activities with minors, the Foundation, with the help and advice of experts, may organize preparatory meetings with the staff and collaborators involved, aimed at examining the issues of child protection that such initiatives may entail. The policy will also be communicated to the Foundation's funders and supporters. Teaching staff must be aware of the international literature to guide and improve teaching that involves minors and must apply the Child Protection Policy and international ethical.

Orvieto, 15 January 2024

For the Board of Directors

The President

Liliana Grasso