

Introduction

The safeguarding policy sets out the commitment to ensure that all codeHive program participants are protected from harm and have access to a safe and secure learning and living environment. It is increasingly important to consider safeguarding everyone in the organization and providing a safe and supportive work environment. All staff, codeHive beneficiaries, suppliers, visitors and partner organizations must understand their responsibilities in creating and maintaining a safe space.

Purpose of the Policy

This safeguarding policy aims to protect all codeHive beneficiaries and team members providing clear guidelines for their safety and well-being. It aims to:

1. Create a safe environment where staff and codeHive beneficiaries are free from h abuse, and neglect.
2. Raise awareness among team members and codeHive beneficiaries about safeguardi risks and responses.
3. Provide reporting procedures for addressing safeguarding concerns effective
4. Ensure legal compliance with national, regional and international protection laws.
5. Protect the organization's reputation and enhance trust from donors and partners.
6. Facilitate ongoing support and regular review of safeguarding practices.

Scope

This policy is binding for all AkiraChix staff and representatives during and outside worki hours. The safeguarding officer is responsible for reviewing and updating the policy annua or as needed. For this policy, 'staff' refers to anyone working for or representing the AkiraCh Association in either a paid or unpaid capacity, including directly employed staff, intern consultants, and alumni.

This policy outlines AkiraChix's legal obligations and assures project participants, staf alumni, donors, partners, and the community of its commitment to safeguarding.

- AkiraChix takes proactive measures to safeguard project participants.
- Project participants can voice their concerns through established procedures.
- All safeguarding concerns are handled with seriousness.
- A reliable system for recording and monitoring safeguarding issues is in place.
- All staff and representatives receive proper induction and ongoing training safeguarding.

- AkiraChix conducts thorough background checks during recruitment, including comprehensive interviews, police ve

ing, and reference checks.

- The management team stays updated on safeguarding standards through continuous training and professional development.
- AkiraChix ensures visitors are informed of the safeguarding policy, and at least one sta member is always present to supervise any interaction between visitors and project participants.

Definition of Ter

Safeguarding refers to the proactive measures and policies implemented to protect people from all forms of harm, abuse, neglect, or exploitation. It involves creating safe environments, raising awareness, and preventing physical, emotional, or psychological harm. Safeguarding ensures that the well-being, rights, and dignity of staff, codeHive beneficiaries and partners are up at all times.

Women at risk is defined as any woman over 18 who is vulnerable to abuse, harm, exploitation because of physical, social, economic, or environmental circumstances.

codeHive Beneficiaries : These are young women between the ages of 19- 24 under AkiraCh codeHive program those in the current cohort and the alumni community.

Abuse: These are a wide range of behaviors resulting in actual or potential harm to a woman's well-being, dignity, and survival. It also includes an act or omission that causes serious harm and possible risk. Abuse takes different forms: physical, emotional, verbal, financial, sexual, digital abuse.

1. Physical violence: This includes acts of physical violence such as shaking, slapping, punching, choking, biting, kicking, burning, hi

ing, throwing, poisoning, or beating.

2. Emotional (psychological) violence: Emotional violence includes insults, beli ling,

bullying, degrading comments (body shaming), constant humiliation, criticism, intimidation, and threats of harm. This makes women feel isolated, diminished, or embarrassed.

3. Controlling behavior: Controlling behaviors include isolating a person from family and friends, monitoring their movements, and restricting access to financial resource employment, education, or medical care.

4. Verbal abuse: The use of words to criticize, demean, or threaten women. This can include name-calling, yelling, body shaming or constant criticism.

5. Sexual abuse: Coercing or forcing a woman into unwanted sexual activities or behaviours, including rape, sexual assault, and other forms of non-consensual sexual contact.

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6. Financial/economic abuse: Controlling or exploiting a woman's financial resources maintain power and control. This may involve restricting access to money, employment, or other financial asset

7. Digital abuse: Using technology to control, monitor, or harass women. This can include stalking, cyberbullying, sharing intimate pictures, or unauthorized access to personal information.

Safeguarding team: This is a team whose main responsibility is to build an understanding and the capability required to implement the safeguarding policy in the organisation. They will ensure information on safeguarding for staff, partner organizations and beneficiaries is up to date. It will comprise a Board Member, Executive Director, Program Manager and the People operations.

Sexual harassment: This is unwanted and unwelcome sexual behaviour that makes someone feel scared, upset, humiliated, or offended. It can be physical, verbal, or visual.

Neglect: This includes neglecting emotional or physical care needs, failing to provide access to appropriate healthcare or educational services, and withholding necessities like food. It also involves actions that fail to protect project participants from harm or that increase their risk of exploitation or abuse.

Organizational: This can happen through neglect or poor professional practice, which results from the structure, policies, processes, and practices within an organization.

Exploitation: Any situation whereby an abuser takes advantage of the unequal power and/or economic status of a young woman for profit, labor, sexual gratification, or another type of personal or financial gain.

Harm: Causes detrimental effects on a young woman's physical, psychological, or emotional well-being. Harm may be caused by abuse, neglect, or exploitation, whether intended or unintended.

Complainant: This refers to the individual filing a complaint, who may either be the person directly affected (the survivor) or a third-party complainant who becomes aware of the issue and reports it.

Investigation: This is gathering information to determine whether misconduct occurred, identify those responsible, and decide on the appropriate actions.

Staff/Representatives: This refers to all individuals guided and governed by the safeguarding policy being staff and team members, codeHive beneficiaries, board members, consultants, interns, service providers, partner organisation and visitors.