

Safeguarding Agreement for facilitators delivering the Hope Education Project (HEP) pilot program in Tamale Schools

Purpose of the Agreement

This safeguarding agreement ensures that all facilitators delivering the HEP Pilot Program adhere to the highest standards of child protection and safeguarding. Facilitators play a crucial role in creating a safe environment for all participants.

Scope

This agreement applies to all facilitators, volunteers, and contractors involved in the delivery of the HEP Pilot Program in partner schools.

The Organisation

The Hope Education Project is a human trafficking education and awareness program for schools and communities in Ghana. HEP is a registered NPO in Ghana with its head office at 5th Floor, Vivo Place, Rangoon Ln, Accra

1. Key Safeguarding Principles

By signing this agreement, you commit to:

- Ensuring the safety and well-being of all children and young people.
 - Treating all participants with dignity and respect.
 - Recognizing and reporting any safeguarding concerns.
 - Acting in the best interests of children at all times.
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2. Roles and Responsibilities

As a facilitator, you are responsible for:

- Promoting a safe and inclusive environment.
- Being familiar with and following all safeguarding policies and procedures.
- Reporting safeguarding concerns to the designated Safeguarding Lead immediately.

Designated Safeguarding Lead: Angus Thomas

Deputy Safeguarding Lead: Mariama Adam

3. Code of Conduct

You must adhere to the following:

- Maintain appropriate boundaries with children at all times.
 - Never engage in personal relationships with participants.
 - Use positive language and behavior.
 - Avoid being alone with a child without appropriate supervision.
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4. Reporting and Responding to Concerns

- If a child discloses information that raises safeguarding concerns, listen carefully and reassure them they are being taken seriously.
 - Record the concern accurately and immediately inform the designated Safeguarding Lead.
 - Do not promise confidentiality—explain that the information will be shared with appropriate authorities to ensure their safety.
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5. Online Safety

If your role involves using digital tools for program delivery:

- Ensure appropriate use of technology and prevent exposure to harmful content.
 - Avoid private communication with children on social media.
 - Follow the organization's online safety policy.
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6. Health and Safety

- Be aware of the school's emergency procedures (e.g., fire evacuation).
 - Ensure that the environment is safe for children.
 - Report any health and safety hazards to school authorities immediately.
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7. Confidentiality and Data Protection

- Respect the privacy of children and families.
 - Only share information with relevant authorities when there is a safeguarding concern.
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8. Whistleblowing Policy

- Facilitators have a duty to report concerns about the behavior of colleagues or other adults.
 - No facilitator will suffer adverse consequences for raising a safeguarding concern in good faith.
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Declaration

By signing this document, I confirm that I have read, understood, and agree to abide by the safeguarding principles outlined in this agreement. I commit to acting in the best interest of all children and young people involved in [Program Name].

Facilitator's Name:

Signature: _____

Date: _____

Witness Name (Organization Representative):

Signature: _____

Date: _____