



HOPE FOR HIMALAYAN KIDS

CARING FOR ORPHANED, ABANDONED AND AT-RISK NEPALESE CHILDREN

www.hopeforhimalayankids.org

NB Regd - 834/062/63, SWC Affiliation 20227

HFHK Code of Conduct Staff, Partner Organisations and Volunteers

HFHK promotes respect, fairness and consideration for all children; staff; members of Partner Organisations and volunteers. HFHK is committed to ensuring that all children involved in our programmes are kept safe from all forms of harm and ill-treatment.

Everyone involved in the work of HFHK has a part to play in keeping children safe. Everyone involved in the work of HFHK MUST:

- Treat everyone with equality, respect and honesty (this includes staff, volunteers, members of Partner Organisations, children, parents and guardians)
- Be a positive role model to children in all dealings with them
- Set clear boundaries about appropriate behaviour
- Be aware of situations which may present risks and manage these
- Plan and organise the work and the workplace so as to minimise risks
- Ensure that a culture of openness exists to enable any issues or concerns to be raised and discussed
- Ensure that a sense of accountability exists between staff so that poor practice or potentially abusive behaviour does not go unchallenged
- Talk to children about their contact with staff or others and encourage them to raise any concerns
- Empower children - discuss with them their rights, what is acceptable and unacceptable, and what they can do if there is a problem
- Record and act on serious complaints of abuse

Everyone involved in the work of HFHK should avoid actions or behaviour which may constitute poor practice or potentially abusive behaviour. Everyone involved in the work of HFHK MUST NEVER:

- Hit or otherwise physically assault or physically abuse children
- Develop physical/sexual relationships with children
- Develop relationships with children which could in any way be deemed exploitative or abusive



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- Act in ways that may be exploitative or abusive or may place a child at risk of exploitation or abuse
 - Use language, make suggestions or offer advice which is inappropriate, offensive or abusive
 - Behave physically in a manner which is inappropriate or sexually provocative
 - Do things for children of a personal nature that they can do for themselves
 - Condone, or participate in, behaviour of children which is illegal, unsafe or abusive
 - Act in ways intended to shame, humiliate, belittle or degrade children, or otherwise perpetrate any form of emotional abuse
 - Discriminate against, show differential treatment, or favour particular children to the exclusion of others
 - Smoke cigarettes, drink alcohol or take illegal substances whilst working with or about to work with children.

In addition to the HFHK Code of Conduct, staff, members of Partner Organisations and volunteers are expected to work in harmony with the following guidelines:

- UN Convention on the Rights of the Child 1989
- Nepal Children's Act 2048 (1992)