

# coculture e.V. – Safeguarding Policy

## 1. Purpose and Scope

- This policy sets out CoCulture e.V.'s commitment to safeguarding all individuals involved in or impacted by our work, with a special focus on children, youth, and vulnerable adults. It applies to all staff, contractors, volunteers, and partners.

## 2. Guiding Principles

- Zero tolerance of sexual exploitation, abuse, and harassment in workspaces.
- Human dignity: Every individual has the right to safety, respect, and protection.
- Do No Harm: All actions are designed to minimise risks and avoid exacerbating conflict wherever possible.
- Accountability: All staff and partners are responsible for adhering to this policy.
- Confidentiality: Reports and investigations are handled with discretion.

## 3. Responsibilities

- **Management:** Ensure systems, training, and resources for safeguarding are in place.
- **Safeguarding Focal Point:** Acts as primary contact for complaints and guidance.
- **All Staff/Volunteers/Contractors:** Must comply with the policy and report concerns.

## 4. Procedures

- **Recruitment:** Reference checks and safeguarding clauses in contracts.
- **Reporting:** Safe, accessible, and confidential channels (in-person, anonymous forms, email hotline).
- **Response:** Immediate action to secure safety, referral to support services, disciplinary measures as required.

## 6. Enforcement

- Violations result in disciplinary action, including termination and referral to authorities.
- All investigations follow ethical approaches.

Authorized by:

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