

## **YKIP Safeguarding Policy Guide for Donors**

YKIP as an organization that working in the children education, commits to protect the privacy and the security of children. As a sponsor of YKIP programs, you also responsible to protect the children that we serve together.

We kindly ask you to follow the Child Safeguarding Policy as the part of our commitment to protect children:

### **1. Communication between the Sponsored Children and Sponsor**

The communication and/or correspondence between sponsor and the sponsored children are only allowed by the intermediaries of YKIP. Please do not make direct communication with the child and/or their family directly or through internet and social media (Facebook, Instagram, etc). This is to avoid any unwanted things such as crime, violence, and abuse. Should your sponsored children or their family try to make a direct contact to you, please report to YKIP via email [info@ykip.org](mailto:info@ykip.org)

### **2. Sponsor Visit**

If you would like to visit your sponsored child, YKIP will arrange your visit and one of our officers will accompany you during the visit. A visit plan should be informed to YKIP at least 30 days prior to the visit. The visit will be conducted in YKIP office. If the meeting cannot be done at YKIP Office due to practical reasons, the meeting will be conducted in a public place that have been reviewed by YKIP to ensure the safety for you and your sponsored student(s). You will be accompanied by two of YKIP Staff to meet your sponsored student(s).

### **3. Displaying Sponsored Child Picture and Online Publication**

The profile of the child, photo of the child, and any other information of your sponsored child is given to you as your reference only. The information belongs to YKIP as given by the parents/guardian. Please use the information wisely to protect the children from potential abuse, crime, and violence.

Using your sponsored child's picture online (social media, website, or other online communication) bear risks to the child privacy and security. Please do not share personal information such as last name, birth date, address (full address or village name), school's name, and other information.

### **4. Picture Upload**

We do not allow you to upload the copy or duplicate the picture and information taken from YKIP website and/or social media without written permission. As the picture of the programs' beneficiaries taken with the permission of the parents, we commit to protect the right that given to YKIP while safeguarding the children from risk and harm.

We are aware that the internet and social media has given the impact to us and the children as the beneficiary of the program. We hope that we can have a good communication in a safe way for the children by protecting the children's and their family right.

## **5. Gift for your sponsored children**

YKIP doesn't recommend you bring a gift for your sponsored children during your visit to avoid jealousy between the sponsored children. However, if you would like to bring some gift, all gift received from the sponsor will be distributed equally among the sponsored children to prevent discrimination.