

SAFEGUARDING POLICY

CHILDREN AND VULNERABLE PERSONS

Policy Category: Governance & Risk Management
Drafted By: M. Graetz
Responsible Person: Board Chair

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Designated Safeguarding Lead: Phil Pynor – Executive Officer

Introduction

One Foundation International (OFI) is committed to ensuring that all children and vulnerable persons connected with our work are safe and protected from harm. While OFI does not directly deliver programs involving children and vulnerable persons, we fund and oversee local partner organisations overseas that may work with these groups.

We acknowledge that children and vulnerable persons have the right to be safe, respected, and heard. OFI recognises its role in setting clear expectations for partners, sponsors, visitors, and supporters, and to ensure that our governance, operations, communications and funding practices do not expose any person to harm.

This policy reflects OFI's alignment with the United Nations Convention on the Rights of the Child, the Australian Charities and Not-for-profits Commission (ACNC) External Conduct Standards and recognised international safeguarding standards.

Purpose

This policy establishes OFI's commitment to safeguarding and protection for children and vulnerable persons. It outlines how we will:

- Prevent harm through proactive safeguarding measures
- Set clear standards for behaviour
- Respond appropriately to concerns or disclosures

It also defines the expectations we place on our partners to maintain effective safeguarding systems.

The best interests, safety, dignity, and wellbeing of children and vulnerable persons will always be our primary consideration.

Scope

This policy applies to:

- All OFI representatives
- All partner organisations funded by OFI

Partners are required to implement and maintain their own safeguarding policies and codes of conduct that align with the principles and intent of this policy, taking into account local legal and cultural contexts.

Definitions

Child: Any person under the age of 18.

Vulnerable Person: Any person aged 18 or over who may be unable to protect themselves from harm, abuse, or exploitation due to factors such as disability, illness, age, dependency, trauma, poverty, displacement, power imbalance, or social, cultural, or economic disadvantage.

Abuse: Any act or omission that causes harm or distress. This includes physical, sexual, emotional, psychological, financial, or institutional abuse, as well as neglect, coercion, exploitation, and family or domestic violence.

Exploitation: Forcing or manipulating a child or vulnerable person to participate in any activity that is degrading, abusive, or harmful, including sexual, economic, labour, or online exploitation.

Safeguarding: The proactive measures an organisation takes to ensure its activities, representatives, and partners do not cause harm, and that children and vulnerable persons are protected from abuse and exploitation. This includes policies, training, risk management, and accountability systems.

Protection: The reactive process of responding to specific concerns, incidents, or disclosures of abuse or exploitation and taking appropriate action, including referral to authorities where required.

OFI Representatives: All individuals and third-party organisations to whom this policy applies, including board members, staff, volunteers, contractors, donors, sponsors, visitors, and funded partners.

Guiding Principles

- OFI has zero tolerance for abuse, exploitation, or neglect of children or vulnerable persons
- Safeguarding is a shared responsibility
- The safety, dignity, and rights of affected persons come first
- Preventing harm is always preferable to responding after harm occurs
- Safeguarding applies regardless of gender, disability, ethnicity, religion, age, or background

Application of Safeguarding Standards in International Contexts

OFI is an Australian-registered charity and is committed to meeting the safeguarding expectations set out in the ACNC External Conduct Standards.

OFI acknowledges that it operates through independent partner organisations in international contexts, each subject to their own local laws, regulatory frameworks, and cultural practices.

Accordingly:

- **All OFI representatives** (including board members, staff, contractors, donors, sponsors, and visitors) are required to comply with this Safeguarding Policy and Code of Conduct at all times, regardless of location.
- **Partner organisations** are required to maintain safeguarding policies and practices that are appropriate to their local context and legal obligations, and that align with the intent and principles of this policy to the greatest extent practicable.

OFI will work with partners to promote safeguarding practices that prioritise the safety, dignity, and wellbeing of children and vulnerable persons, while recognising that implementation may differ across jurisdictions.

Where differences arise between Australian safeguarding expectations and local standards, OFI will assess and manage risk through governance oversight, partner engagement, and proportionate safeguards, rather than assuming direct operational control.

Partner Responsibilities

Because OFI does not directly deliver programs involving children or vulnerable persons, all funded partners must:

- Maintain and implement safeguarding policies and a code of conduct covering children and vulnerable persons
- Screen, train, and supervise staff and volunteers appropriately, including relevant background checks
- Report any safeguarding concerns or incidents to OFI without delay
- Cooperate with OFI monitoring, reporting, and review processes

Standards of Behaviour (Code of Conduct)

All OFI representatives must act respectfully and appropriately when engaging with children or vulnerable persons through sponsorship, visits, communications, or any other interaction.

OFI representatives must not:

- Engage in abuse, exploitation, neglect, or discrimination
- Use offensive, humiliating, or degrading language or behaviour
- Be alone with a child or vulnerable person in unsupervised or private settings
- Invite a child or vulnerable person into private accommodation or vehicles
- Form inappropriate relationships, including online or social media contact
- Photograph or film without informed consent
- Share personal or identifying information
- Use digital media to exploit, harass, or harm

Sponsors and visitors may only engage with children or vulnerable persons through approved, supervised activities organised by partner organisations.

Images and Stories

OFI and its partners will use images and stories of children and vulnerable persons carefully, respectfully, and ethically.

Consent must be informed, voluntary, and appropriate to the individual's capacity. No content will be used that could identify exact locations, increase risk, or portray individuals in a degrading or misleading manner.

Sponsor Use

- Images or stories may only be shared with OFI approval and appropriate consent
- Photos may be displayed privately but not published without permission
- Social media sharing must exclude identifying details
- All portrayals must preserve dignity and respect

Recruitment, Screening, and Risk Management

OFI does not currently engage in activities that involve direct service delivery to children or vulnerable persons.

To manage safeguarding risk at a governance level:

- All board members are required to complete an annual written declaration confirming that they:
 - are not disqualified from managing a charity
 - are not subject to any criminal convictions or findings that would pose a safeguarding or governance risk
 - understand and agree to comply with this Safeguarding Policy and Code of Conduct
- OFI will verify, at appointment and annually, that no board member appears on the ACNC disqualified persons register.
- Safeguarding risk is reviewed as part of organisational decision-making and governance oversight.

Should OFI's activities, roles, or risk profile change, including any situation involving direct contact with children or vulnerable persons, OFI will reassess and strengthen screening and recruitment requirements as appropriate.

The Board may require additional screening or assurances where it considers this necessary to manage risk or protect the integrity of the organisation.

Reporting and Responding to Concerns

Any OFI representative who becomes aware of or suspects abuse or exploitation must report it immediately.

- **Reporting Line:** Designated Safeguarding Lead (DSL) or Board Chair if the concern involves the DSL
- All reports will be treated seriously, confidentially, and without retaliation

Referral to Authorities

- **Overseas concerns:** managed in coordination with partners and relevant local authorities or the Australian Federal Police where required
- **Australian concerns:** reported to relevant state or territory authorities or police in line with legal obligations

Training and Awareness

All OFI representatives must read and agree to this Safeguarding Policy and Code of Conduct. As resources allow, OFI will provide safeguarding orientation and awareness training for representatives and partners.

Review

This policy will be reviewed annually or sooner if required due to legislative change, partner feedback, or safeguarding incidents.

Related Documents

- Safeguarding Code of Conduct (Appendix A)
- Whistleblower Policy
- Risk Register
- Privacy Policy
- Conflict of Interest Policy and Register

AUTHORISATION



Michael Chant
Board Chair

Date: 16 July 2026

Safeguarding Code of Conduct

(Children and Vulnerable Persons)

All representatives of One Foundation International (OFI) are required to uphold the highest standards of professional behaviour.

Expected Behaviour

Representatives must:

- Treat all children and vulnerable people with dignity, respect, and fairness
- Maintain professional boundaries and act transparently
- Respect cultural context while upholding safeguarding standards
- Immediately report safeguarding concerns
- Use images and stories responsibly and with consent

Prohibited Behaviour

Representatives must not:

- Abuse, exploit, neglect, or discriminate
- Use degrading or harmful language or behaviour
- Engage in unsupervised or inappropriate contact
- Form inappropriate relationships, including online
- Share identifying information
- Misuse technology to cause harm

Agreement

Compliance with this Code is a condition of involvement with OFI. Breaches may result in disciplinary action, termination of engagement, and referral to authorities where required.