FUNDAÇÃO
MÁRIO SOARES
MARIA BARROSO

Child Protection Policy

Mário Soares and Maria Barroso Foundation

Rua de S. Bento, 176, 1200-821 Lisboa | geral@fmsoarebarrosos.pt | (+ 351) 21 396 41 85 | www.fmsoarebarrosos.pt

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1. Purpose and institutional commitment

Fundação Mário Soares e Maria Barroso (FMSMB) recognises that every child and young person has the right to participate in cultural, educational, civic and heritage-related activities in conditions of safety, dignity, respect and equality.

This Policy establishes the principles, responsibilities, preventive measures and procedures adopted by FMSMB to promote children's rights, prevent harm and respond appropriately to any concern, suspicion, disclosure or incident that may affect a child or young person's safety, dignity, well-being or development.

FMSMB is committed to embedding safeguarding in its institutional culture and in the design, delivery and evaluation of its activities. Abuse, exploitation, violence, neglect, harassment, discrimination and any other conduct that places a child or young person at risk are not tolerated.

2. Legal and policy framework

This Policy is informed, in particular, by the United Nations Convention on the Rights of the Child; the Council of Europe Convention on the Protection of Children against Sexual Exploitation and Sexual Abuse (Lanzarote Convention); Portuguese Law no. 147/99 of 1 September (Law for the Protection of Children and Young People in Danger), as amended; Law no. 113/2009 of 17 September, as amended, concerning measures applicable to activities involving regular contact with minors; Regulation (EU) 2016/679 (General Data Protection Regulation) and Law no. 58/2019 of 8 August; and the Portuguese Single Strategy for the Rights of Children and Young People 2025-2035.

It also draws on the safeguarding framework developed by the Portuguese National Commission for the Promotion of the Rights and Protection of Children and Young People (CNPDPCJ), adapted to the nature and responsibilities of a cultural and heritage foundation.

3. Scope

This Policy applies to all persons who form part of, work for, collaborate with or act on behalf of FMSMB, whether permanently or temporarily, including:

- members of FMSMB governing bodies;
- employees;
- service providers, consultants and contractors;
- interns and volunteers;
- researchers, trainers, educators, facilitators and other collaborators;
- partner organisations and their representatives, where they deliver activities under FMSMB's responsibility or on its behalf.

The Policy applies to all FMSMB activities involving, or potentially involving, children and young people, whether carried out at FMSMB premises, at Casa-Museu João Soares, off-site, online, in Portugal or abroad. This includes visits, workshops, educational activities, exhibitions, events, participatory projects, school programmes, research, collection of testimonies, audiovisual production and other cultural, archival, heritage or civic initiatives.

4. Definitions

For the purposes of this Policy, a child or young person is any person under the age of 18.

Safeguarding means the set of principles, measures and procedures intended to promote children's rights and well-being, prevent harm and ensure an appropriate response whenever concerns, suspicions, disclosures or incidents arise.

Harm includes physical, psychological or sexual violence or abuse, exploitation, neglect, bullying, harassment, discrimination, inappropriate conduct, digital harm and any act or omission capable of adversely affecting a child or young person's safety, dignity, health, well-being or development.

5. Safeguarding principles

- Best interests of the child. The best interests of the child shall be a primary consideration in all decisions and activities affecting children and young people.
- Respect for dignity and rights. Every child and young person shall be treated with respect for their dignity, individuality, privacy and evolving capacities.
- Equality and non-discrimination. All children and young people are entitled to equal protection and participation, without discrimination on any ground. FMSMB will seek to remove barriers to participation and provide reasonable and appropriate support where needed.
- Participation and the right to be heard. Children and young people should be able to express their views on matters affecting them, in a manner appropriate to their age and maturity, and those views should be given due weight.
- Prevention. Safeguarding shall be considered from the planning stage of relevant activities, with risks identified and measures taken to eliminate or reduce them.
- Early action. Concerns about a child or young person's safety or well-being must be taken seriously and addressed without unnecessary delay.
- Privacy and confidentiality. Information concerning safeguarding matters shall be handled confidentially and shared only with those who need it for safeguarding or legal purposes, without prejudice to applicable reporting duties.

6. Risk assessment and prevention

Activities involving children and young people shall be planned with due regard to the risks arising from their nature, location, duration, participants, staffing and forms of interaction. Where appropriate, a documented safeguarding risk assessment shall be completed before the activity.

Particular attention shall be paid to activities involving:

- direct or regular contact with children and young people;
- participation without parents, legal representatives, teachers or other responsible adults being present;
- one-to-one or small-group interactions;
- travel, transport or activities away from FMSMB premises;
- photography, video, audio recording or the processing of personal data;
- online communication or digital participation;
- research, oral history, testimony gathering or content production;
- children or young people who may require additional safeguarding measures because of their circumstances or needs.

Where an identified risk cannot be reduced to an acceptable level, the activity shall not proceed in the form originally planned.

7. Safe recruitment and engagement

FMSMB shall take proportionate measures to ensure the suitability of persons whose roles involve regular contact with children and young people.

Where required by Portuguese law, the relevant criminal record certificate and any other legally required checks shall be obtained.

Persons delivering activities involving children and young people shall be made aware of this Policy and of the conduct and reporting standards applicable to their role.

8. Code of conduct

All persons covered by this Policy must:

- treat children and young people with respect, dignity, fairness and consideration;
- use language and behaviour appropriate to their age and maturity;
- listen to and take seriously their views, questions and concerns;
- maintain appropriate professional and personal boundaries;
- wherever practicable, conduct individual interactions in open, accessible or visible spaces;
- avoid unnecessary situations in which an adult is isolated with a child or young person;
- respect privacy and personal boundaries;

- use appropriate institutional channels for communications connected with FMSMB activities;
- report any safeguarding concern, suspicion, disclosure or incident promptly.

9. Images, recordings and personal data

The collection and use of a child or young person's image, voice and personal data shall comply with applicable data-protection and personality-rights rules and with FMSMB internal procedures.

Information about the intended collection and use shall be clear and, where appropriate, presented in a form understandable to the child or young person. Where legally required, consent or authorisation shall be obtained from parents or legal representatives, while the child or young person's own views and wishes shall also be taken into account according to age and maturity.

FMSMB shall avoid publishing unnecessary information that may identify a child's location, routines or other personal circumstances. Images and representations used in institutional communication must preserve dignity and must not be degrading, discriminatory, stigmatising or liable to place the child or young person at risk.

10. Monitoring and review

Implementation of this Policy shall be monitored and reviewed at least every four years, or earlier where there are relevant legislative changes, new or emerging risks, lessons arising from implementation, or a serious safeguarding incident.

Signature of the Executive Diretor

(Filipe Guimarães da Silva)