



Volunteer and Visitor Guide

General Purpose Statement

Child Action Lanka seeks to provide a safe and secure environment for the children who participate in our programs and activities. By implementing the below practices, our goal is to protect the children of street from incidents of misconduct or inappropriate behavior while also protecting our staff and volunteers (workers) from false accusations.

Definitions

For purposes of this policy, the terms "child" or "children" include all persons under the age of eighteen (18) years. The term "worker" includes both paid and unpaid persons who work with children. The term "volunteer" means anyone involved in a day care or school, in evening activities involving minors, in counseling of minors, or in one-on-one mentoring of minors.

Two Adult Rule

It is our goal that a minimum of two unrelated adult workers will be in attendance at all times when children are being supervised during our programs and activities. Some youth classes may have only one adult teacher in attendance during the class session; in these instances, doors to the classroom should remain open and there should be no fewer than three students with the adult teacher. We do not allow minors to be alone with one adult on our premises or in any sponsored activity unless in a counseling situation.

Establish behavior protocols for Child Action Lanka volunteers and visitors

It is necessary for Child Action Lanka volunteers and visitors to be culturally sensitive and observe the customs of the people in the area. Perception those who represent Child Action Lanka stand important. Problems could arise if his or her behavior is perceived by others to be inappropriate.

The following behavior protocols shall be put to effect in order to make Child Action Lanka's ministry for children more effective and provide a safe and secure environment where the children experience love, compassion and faithfulness. Failure to adhere to Child Action Lanka behavior protocols by a volunteer would result in the end of their volunteer service.

1. No volunteer (hereinafter in this section referred to as CAL members) should employ a child as a domestic aid or provide shelter for a minor who works as a domestic aid for another. Assisting with the recruitment of minors should be totally avoided.
2. Volunteers should maintain a high standard of behavior / character in the presence of children. (ex: A CAL member/volunteer should not use any unacceptable language in the presence of a child)
3. No CDC child should spend time alone (in isolation from others) with a single volunteer. The child should be accompanied by a CDC staff member, relative or guardian.
4. The presence of a CDC staff member from CAL, parent or guardian of a child, is compulsory during visits.
5. Volunteers /visitors should not cuddle, touch or fondle minors in an inappropriate way which could be culturally insensitive.
6. Volunteers must be entirely professional in their relationship with children.
7. No volunteer or visitor is allowed to take photographs of children without expressed written permission of the Head office.
8. Volunteers/ visitors should be dressed properly: covering knees, shoulders and chest.
9. When staying at CAL center accommodation, maintain a high standard of behavior.
10. Report to the Head office if you see any kind of abusive behavior.
11. No volunteer or visitor should give the CAL staff members or children money. If you would like to make a donation go to the accounts department in the Head office.
12. No volunteer or visitor should give the children any gift without asking permission from the Head office.

CAL Contact Information

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