



UNLEASH SAFEGUARDING POLICY AND PROCEDURES

1. Introduction to UNLEASH

UNLEASH is a global non-profit association developing a global platform committed to provide the enabling conditions for young change makers at scale, striving to reach 100,000 young people at 2030, catalyzing sustainable actions with exponential reach and impact; bringing young people together to share capacity, perspectives, and ideas, to build networks and to create innovative and scalable solutions to help reach the Sustainable Development Goals.

Each year, UNLEASH brings together young people from across the world to Innovation Labs in new destinations, shares 21st century innovation and leadership skills, organizes local hackathons, and supports ongoing capacity building and solutions implementation.

2. Scope of the policy

The policy covers any member of staff or volunteer working directly with participants and to any other support staff who work for UNLEASH. Participants are informed of the policy through relevant channels.

The UNLEASH organization does not work with, nor engage people under the age of 18 and so this policy does not cover Children or Young People, defined as people under 18 years of age.

UNLEASH follows Danish law between events and the local law of the host country during an event.

3. Purpose of this policy and procedure

This policy and procedure outlines how UNLEASH implements safeguarding for participants.

UNLEASH is committed to implementing policies so that everyone within the organization accepts their responsibilities for safeguarding participants from abuse and neglect. This means following procedures to protect them and reporting any concerns about their welfare to the appropriate authorities.

4. Who is a participant?

A Participant is a person over the age of 18, whom UNLEASH has engaged in the program. This includes people who are selected to participate in UNLEASH, UNLEASH Plus, UNLEASH Hacks or engaged as a talent, a speaker, a facilitator, a mentor, or an expert.

5. Objectives of policy

The objective of the policy is to have clear guidelines and procedures to make sure all participants who are part of UNLEASH are treated with respect and kept safe from harm. We will achieve the outcome by having the following things in place:

5.1. Safe environment

- ensure the safety of participants is paramount in all our activities
- take all reasonable steps to protect participants from harm, discrimination, and degrading treatment
- regularly assess and review safety risks which arise from premises, activities, equipment and travel arrangements

5.2. Safe processes and training of staff and external contractors

- recruit trustees, staff and volunteers with regard to their suitability for work with participants
- provide trustees, staff and volunteers with guidance and training in their safeguarding role, and ensure they have access to our policies and procedures
- make sure everyone has access to advice on safeguarding at all times in the course of their work
- be clear with everyone what their individual role and responsibility is in safeguarding
- support staff and volunteers to carry out their job with appropriate supervision

5.3. Safe collection and use of information, and ways of communicating

- comply with the General Data Protection Regulations (GDPR).

6. What is abuse or neglect?

Abuse and neglect are forms of maltreatment. Somebody may abuse or neglect by inflicting harm, or by failing to act to prevent harm. Abuse means a person's rights are not being met.

Cultural and religious beliefs should not be used to justify abuse, discrimination or neglect. Safeguards for all participants are the same regardless of disability or ethnicity.

Abuse is a violation of a person's rights or dignity by someone else. It can be done by anyone including relatives and family members, professional staff, paid care workers, volunteers, other users of services, neighbors, friends and associates or strangers. There are many kinds of abuse including:

6.1. Physical Abuse



Physical abuse may involve hitting, shaking, kicking, throwing, burning, suffocating, or otherwise causing physical harm.

6.2. Emotional Abuse

Emotional abuse is the persistent emotional maltreatment of a person such as to cause severe and persistent adverse effects on the personal mental and emotional health. It may involve conveying to others that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. This could be; threats of harm, humiliating, blaming, controlling, intimidating, harassing, verbally abusing or stalking.

6.3. Sexual Abuse & Sexual Exploitation

Sexual abuse involves forcing or enticing a person to take part in sexual activities, including sexual exploitation, whether or not person is aware of what is happening, and whether it is for money or reward or not. The activities may involve physical contact, including penetrative contact (e.g. rape and buggery) or non-penetrative acts. They may include non-contact activities, such as involving others in seeing or receiving or sending sexually suggestive emails or text-messages, or inappropriate behavior in online, involving people looking at, or in the production of, pornographic material of watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

This includes rape and sexual assault or sexual acts to which the adult:

- has not consented
- could not consent
- was pressured into consenting

Sexual exploitation also includes non-contact activities, such as involving others in seeing or receiving or sending sexually suggestive emails or text-messages, or inappropriate behavior in Internet chat rooms or encouraging people to behave in sexually inappropriate ways.

6.4. Neglect or acts of omission

Neglect is the persistent failure to meet a person's basic physical and/or psychological needs. Neglect may involve a provider failing to provide adequate food, water or accommodation, failing to protect a person from physical harm or danger, failure to ensure adequate supervision including the use of inadequate caregivers, or the failure to ensure access to appropriate medical care or treatment. As some people with disabilities do not have the same basic needs as others, neglect is a risk if no proper care is available.

This includes; ignoring medical or physical care needs, failing to provide access to appropriate health care, social care or education services, inadequate nutrition or heating.

6.5. Discrimination and bullying:

Bullying and discrimination may be defined as deliberately hurtful behavior, usually repeated over a period of time, where it is difficult for those bullied or discriminated to defend themselves. It can take many forms, but the three main types are physical (see 6.1.) verbal (e.g. racist or homophobic remarks, threats, name calling) and emotional (see 6.2.). There is increasing use of new technologies as a tool for bullying and such incidents should be taken seriously.

This includes:

- racist behaviour
- sexist behaviour
- harassment based on a person's ethnicity, race, culture, sexual orientation, age or disability
- other forms of harassment, slurs or similar treatment

Bullying and discrimination also includes online activities, such as sending racist or sexist emails or text-messages, or inappropriate behavior in Internet chat rooms.

7. Implementation of safeguarding

UNLEASH takes a number of precautions relating to safeguarding participants. This includes:

Participants

- Thorough collection of information that relates to participants' health, diet, medical and physical needs.
- All participants are offered assistance with regards to medical needs if in need during the event
- All participants can get a single room, if they can show medical proof of needing one
- All participants choose which gender, they would like to share a room with
- All participants are briefed to not invite anyone who is not their roommate to be in the

room without the consent of the person they share their rooms with.

- All participants can ask for a new roommate if the person does not feel safe.
- All participants are offered access to food and water at any time of the day

Staff

- UNLEASH does not employ people who have a record of physical, emotional, or sexual abuse or have been found guilty of violent behavior, discrimination, racism or neglect. Upon hiring, staff are required to submit this information.



- Training of all staff members, facilitators and volunteers in what constitutes abuse and which actions to take.
- If staff members are found guilty of physical, emotional, or sexual abuse, as well as neglect or discrimination, their contract can be terminated if the offense(s) is deemed to break with the policy of the organization.
- UNLEASH will cooperate with national authorities to determine when cases should be handed over for criminal prosecution.

7.1. Safeguarding against Physical Abuse, Emotional Abuse, Sexual Abuse, Discrimination and Bullying

All participants and staff are briefed on what constitutes physical, emotional and sexual abuse. If participants or staff experience or witness physical, emotional or sexual abuse, they can report it to the Secretariat via email or through the UNLEASH hotline.

Once reported, the Secretariat will start an internal investigation. If the investigation is deemed to go beyond the Secretariat's resources or responsibility, the official authorities will be involved.

Based on the outcome of the investigation, UNLEASH can choose to:

- Ban the participant(s) from UNLEASH activities
- Give the participant(s) a warning that if the behavior continues, they will be excluded from the program
- Offer the victim adequate assistance with health care professionals or psychologists.
- Terminate the contract of an UNLEASH employee if found guilty of inappropriate or illegal behavior

To safeguard against sexual exploitation, UNLEASH takes the following precautions:

- All participants choose if they want to sleep alone or share a room with another participant
- All participants choose which gender, they would like to share a room with
- All participants are briefed to not invite anyone who is not their roommate to be in the room without the consent of the person they share their rooms with.
- All participants can ask for a new roommate if the person does not feel safe.

7.2. Safeguarding against Neglect or acts of omission

All participants and staff are briefed on what constitutes neglect. If participants or staff experience or witness neglect, they can report it to the Secretariat via email or through the UNLEASH hotline.

Once reported, the Secretariat will start an internal investigation. If the investigation is deemed to go beyond the Secretariat's resources or responsibility, the official authorities will be involved.



Based on the outcome of the investigation, UNLEASH can choose to offer the victim adequate help with health care professionals or psychologists.