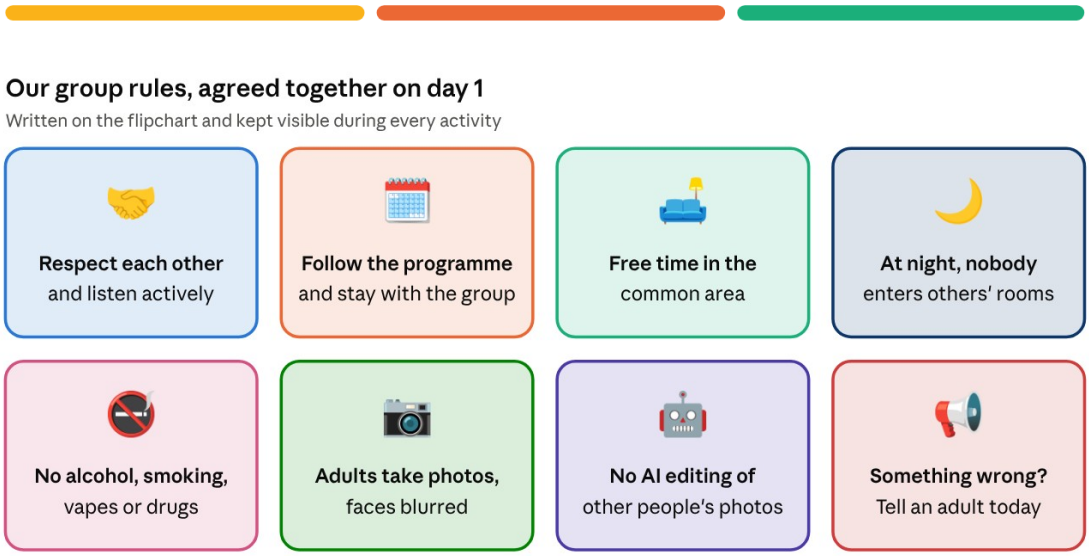
Safeguarding and Child Protection Policy

Solidarity Tracks (Monopatia Allileggiis), Lefkada, Greece



Group rules at a glance · 8 rules

🎯 1. Purpose and scope

This policy sets the rules that keep every young person safe in Solidarity Tracks activities. It applies to:

- all participants under 18, and young adults in a vulnerable situation;
- all activities: youth exchanges, volunteering, workshops, sport and outdoor activities, events, online activities and platforms;
- activities in Lefkada and abroad, when we send young people to partner organisations;
- everyone involved: staff, trainers, facilitators, volunteers, interns, group leaders and partner organisations.

🤝 2. Principles

- The safety and well-being of the young person come first, before the programme, the schedule or the image of the organisation.
- Every young person has the right to be protected from physical, emotional and sexual harm, neglect, bullying, discrimination and online abuse, in line with the UN Convention on the Rights of the Child.

- We respect human dignity, freedom, democracy, equality, the rule of law and human rights, the shared values of the EU.
- We have zero tolerance of abuse, harassment, hate speech and discrimination based on origin, gender, religion, disability, sexual orientation or any other ground.
- Young people are listened to and involved: they co-create the group rules and know how to raise a concern.
- Every concern is taken seriously and handled confidentially.

👥 3. Roles and responsibilities

Who	Responsibility
Safeguarding Lead: [name, role, phone]	Receives and handles all concerns, keeps records, contacts families, sending organisations and authorities, briefs the team before each activity
Deputy Safeguarding Lead: [name, phone]	Replaces the Lead when absent; reachable during every activity
Activity coordinator / facilitators	Apply this policy every day, run the group agreement session, supervise the programme
Group leaders (adults, 18+)	Accompany and supervise their national group of minors at all times, including free time and nights; first contact for their participants
Volunteers and interns	Follow the code of conduct; never supervise minors alone; report concerns
Partner (sending) organisations	Prepare participants and families, collect consents, appoint a responsible group leader, accept this policy
Board of Directors	Adopts the policy, checks that it is applied, reviews it every year

Each national group of minors travels with at least one adult group leader. Participants and families receive the names and phone numbers of the Safeguarding Lead and their group leader before departure.

📋 4. Before the activity

No minor takes part until the sending organisation has collected and checked these documents:

1. Participant charter signed by the young person and a legal guardian (Annex).
2. Parental authorisation to participate.

3. Medical care and emergency authorisation, and a health form (allergies, medication, dietary needs).
4. Image rights authorisation.
5. Emergency contact sheet: two legal guardians and one emergency contact, with phone numbers.
6. Identity document and, where required, authorisation to leave the home country.
7. Insurance and, where applicable, European Health Insurance Card.

Before departure, young people and families attend an information meeting. They receive the programme, travel details, accommodation address, group rules, this policy and the contacts of the group leader and Safeguarding Lead. Young people complete a short self-assessment on their expectations, worries and support needs, so that the team can plan adjustments for participants with fewer opportunities or special needs.

The hosting team checks the venue and accommodation for safety: separate rooms by gender and age group, a common area for free time, first aid kit, emergency exits and the nearest medical centre.

🏕️ 5. During the activity

On the first day, participants and facilitators agree the group rules together, write them on a flipchart and keep them visible for the whole activity. The rules always include:

- We respect each other and we listen actively.
- We follow the programme and stay with the group; nobody leaves the venue without telling their group leader.
- Free time is spent in the common area agreed for hanging out.
- At night nobody enters another person's room.
- Alcohol, cigarettes, e-cigarettes and drugs are forbidden.
- We report any difficulty that affects our safety or the safety of the group.

Group leaders know where their participants are at all times, including free time and nights. Outdoor, sea and sport activities run only with a qualified instructor or a trained staff member, with safety equipment where needed. A daily reflection group lets young people say how they feel and raise problems early.

If a participant seriously or repeatedly breaks the rules, the coordinator, the group leader and the young person talk first; if needed, the family and the sending organisation are informed and, as a last resort, the young person is sent home accompanied.

📸 6. Photos, digital safety and AI

- Only authorised adults (staff and group leaders) take photos and videos of minors for the organisation.

- Photos of minors are published only with image rights authorisation and without recognisable faces (blurred, from behind or at a distance), with no names, school or home details.
- Participants do not publish photos or videos showing other participants' faces.
- Nobody uploads photos or videos of other people to AI tools, or edits, alters or generates images of them with AI.
- Adults communicate with minors only through official group channels with another adult included, never in private one-to-one messages.
- In online activities and on our platforms (learn2volunteer.eu, youtheclub.eu, sportsocialact.com, e-rescue.eu), cyberbullying, hate speech and sharing personal data are forbidden; moderators remove such content and report it to the Safeguarding Lead.
- Personal data and photos are stored securely and only as long as needed, in line with the GDPR.

✅ 7. Code of conduct for adults

Every staff member, trainer, volunteer and group leader signs this code before working with minors.

We always:

- treat every young person with respect, fairly and without favouritism;
- work in view of others; when a one-to-one talk is needed, keep the door open or another adult nearby;
- respect young people's privacy, especially in rooms, bathrooms and changing areas;
- act as role models, including in language, dress and behaviour;
- report any concern to the Safeguarding Lead the same day.

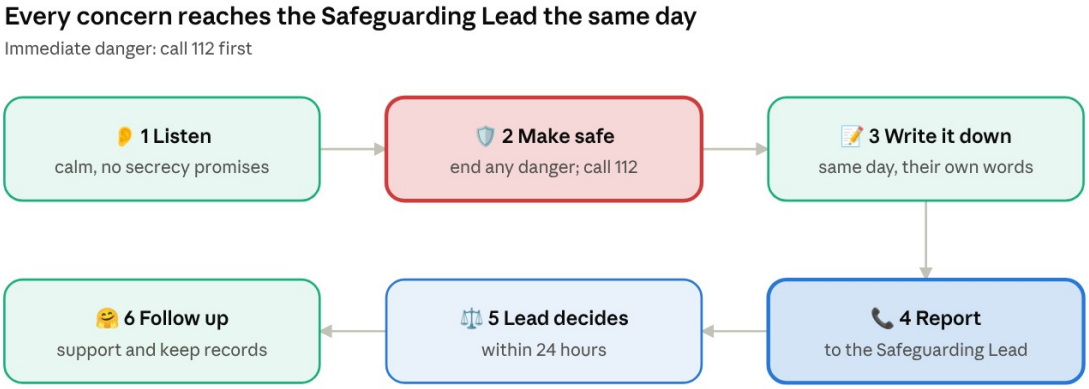
We never:

- use physical punishment;
- have a romantic or sexual relationship with a participant;
- enter participants' rooms at night, except in an emergency and with another adult;
- give or allow alcohol, tobacco or drugs, or consume them in front of minors;
- share private contacts or social media with minors, or meet them privately outside the programme;

🚨 8. Reporting a concern

Anyone, young person or adult, can raise a concern with any staff member, their group leader or directly with the Safeguarding Lead, in person, by phone or by message. If a young person is in immediate danger, call **112** first.

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Reporting a concern · 6 steps

1. **Listen** calmly, take the young person seriously and reassure them they did the right thing. Do not investigate, ask leading questions or promise secrecy.
2. **Make safe:** make sure the young person is safe now; separate them from the person concerned if needed.
3. **Write it down** the same day: date, time, place, who was involved, the young person's own words, what you saw. Sign it.
4. **Report** to the Safeguarding Lead the same day (to the Deputy if the concern is about the Lead).
5. **The Safeguarding Lead decides** on next steps within 24 hours: informing the family and the sending organisation (unless this puts the young person at risk), medical help, and reporting to the police or child protection services when the law requires it or harm is suspected.
6. **Follow-up and records:** support the young person, inform the people involved of the outcome, keep the records confidential and secure.

Useful contacts: European emergency number 112; European child helpline 116 111 ; police 100; .

🩺 9. Health, emergencies, data protection and review

Health and emergencies. Group leaders keep a copy of the health forms, emergency contacts and insurance details of their participants. Medication is kept and given as stated in the health form. A first aid kit is available at every activity, and the team knows the nearest medical centre. In an accident or illness, the team calls 112 if needed, accompanies the young person and informs the family and the sending organisation the same day.

Data protection. Consent forms, health data and incident records are confidential, accessible only to the people who need them, stored securely and deleted when no longer needed, in line with the GDPR.

Training and information. Staff, volunteers and group leaders are briefed on this policy before each activity. Partner organisations receive it with the info pack and share it with participants and families. The policy is published on tamonopatia.org.

Adoption and review. This policy was adopted by the Board of Directors of Solidarity Tracks on 09/10/2026. It is reviewed every year, and after any serious incident.

Annex – Participant charter

I commit to taking an active part in the [activity name] project, respecting other participants, youth workers, venues, schedules, the group rules and the safety rules of the Solidarity Tracks Safeguarding and Child Protection Policy. I commit to reporting any difficulty that may affect my safety or that of the group, and to contributing, to the best of my ability, to the project's activities, evaluations and outputs.

	Name	Signature	Date
Young participant			
Legal guardian			