

CHECKLIST FOR THE POLICY FOR THE PROTECTION OF CHILDREN

+YI<hl Q[QjQ<Y Q[ jPI hd<Eih DIY]q [REGZjPIYsEg\]h<jPIGk \]Z\] <](#)

I. REGISTERING YOUR PROGRAM

- 9]k P<pl gl<G <[G k[Glg]hj<[G jPI "+]YQEs N]g jPI +g
- " ] Y<jlg jP<[ [Q[l]s G<sh dgQ]g j] jPI hj<gj ]N jPI dg  
 <[G hkdZQj] [GQj\]g<jQ\]\] \]gZ N\]g jPI +\]YQEs N\]g jPI +g\]j\]Ej](#)
- 0PI +g]Og<Z QglEj]g]P]g]h]k]D]Z]G]k]G] <[EXOg]k[G P  
[.lOQh\]g<jQ\]\]E\]Z\]g\]Y\]j\]G\] <hkEEIhhNkY EgQZQ\[<Y D<EXOg\]k\[C](#)  
 <[G hkdZQj] [E\]g\]Qv\]G\] GkY\]• Og\]I\]Z\]j\]](#)

II. PLANNING YOUR PROGRAM

- 9]k P<pl jP]kOPj <D]kj jPI hdIEQNQE dg]Og<Z s]k q<  
 EPQYGg]l[ s]k q]kYG YQXI j] d<gjQE Qd<jl <[G jPI [<jkg] ]N  
 9]k P<pl E][hQGlg]G <YY d]j]l[jQ<Y gQhXh <hh]EQ<j]G qQj]P  
 hj]ldh j] ZQjQO<jl <[G]g ]jP]lgqQh] <GGg]lhh jP]h]l gQhXh•
- 9]k P<pl QGI[jQNQIG < dg]Og<ZZ<jQE DkGOIj jP<j G  
 gQhX Z<[<OI]Z]j Z]l<hkg]h• Q[EYkGQ[O Dkj []j YQZQ]G j] j  
 N]g l<EP kjP]gQv]G GkYj• <GGQjQ][<Y gQhX Z<[<OI]Z]j Z  
 YQNIOk<gG N]g <fk<jQE l]p]l]h]• <[G ]jP]lg E]h]h g]l]fkQg]G j  
 s]k q]kYG YQXI <hh]Qhj<[E]l]G]l]Y]d]Q[O jP]Qh DkGOIj• dY]l<  
[dZ<P\]g³P\]YsEg\]\]g\]h\]•E\]É: ÈÈÄYÄÄÈÄ•](#)

III. IDENTIFYING, SCREENING, AND HIRING AUTHORIZED ADULTS AND OTHER INDIVIDUALS WITH ACCESS TO CHILDREN

- 9]k P<pl QGI[jQNQIG jPI [kZDIg ]N kjP]gQv]G GkYj  
 [kZDIg <[G <OI ]N jPI EPQYGg]l[ <]g]Q]E]Q] <jQ[O• khQ[O jP
- 9]k P<pl E][NQgZIG jP<j <YY kjP]gQv]G GkYjh P<p  
 P]EX +g]E]l]h•  
 <• YY kjP]gQv]G GkYjh P< [kjP\]E\]Z\]d\]G\]j\]G\]k\]Y\]l\] <EXOg\]k\[G](#)  
[.lOQh\]g<jQ\]\] \]gZ](#)

• 9]k P<pl QGI[jQNQIG jPI [kZDIg ]N kjP]gQv]G GkYj  
 [kZDIg <[G <OI ]N jPI EPQYGg]l[ <]g]Q]E]Q] <jQ[O• khQ[O jP



p• E]ZZk[QE<jQ][h j] d<gl[jh ]g YIO<Y Ok<gGQ<[h ]  
 hkhdIEjIG pQ]Y<jQ][h ]N jPI ]YYIOI'h EPQYG h<N  
 Ä•ççççç 9]k P<pl Egl<jIG <[G E]ZZk[QE<jIG GIhQO<[jIG Gg]c  
 N]g jPI d<gjQEQd<[jh•

V. DEVELOPING INTERNAL OPERATING PROCEDURES AND OTHER DOCUMENTS

Ä•ççççç 9]k P<pl QZdYIZI[jIG d]YQEQIh <[G dg]EIGkglh jP<j  
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 +kDYQE /<NIjs• <h NkgjPIg GINQ[IG Qf E<hÄÄÉPkhEjÄh  
 <[G /IEjQ][ 6•]YQEBIN]g jPI +g]jEjQ][ ]N PQYGgl[  
 D• [WkgQIh ]g <j<YQjQIh j] < PQYG j] jPI Id<gjZI[j ]N  
 ]YYIOI]Wkgs .ld]g ]gZ

Ä•ççççç 9]k P<pl E][hkYjIG qQjP jPI PQQPQQP]Yg QNXQEQ]Q ggQ  
 Q[EYkGQ[O Dkj ]j YQZQjIG j]• P]ghID<EX gQGQ[O• PQXQ[  
 NQgl<gZh• <gEPIgs• q<jlgEg<Nj• E<[]IQ[O <[G <fk<jQE lpl

Ä•ççççç 9]k P<pl Egl<jIG < OI[lg<Y dg]EIhh Ds qPQEP s]k q  
 pQ]Y<jQ][h ]N jPI d<gjQEQd<[jh' ]GI ]N ][GkEj•

Ä•ççççç 9]k P<pl Egl<jIG]GkEj N]g kjP]gQvIG GkYjh jPI  
 hdIEQNQE DIP<pQ]gh QGI[jQNQIG Qj]P]Q+]YQEs<]G +g]E  
OgIIZ]j

- <• dg]EIGkgl j] j<XI <jj][G<[EI jPg]kOP]kj jPI G<s <[G g
- D• dg]EIGkgl qPIglDs jPI +g]Og<Z QglEj]g qQYY Z<XI d  
 pQhQjh j] l[hkgl DIP<pQ]g<Y hj<[G<gG <gl DIQ[O N]YY
- E• dg]EIhh Ds qPQEP jPI +g]Og<Z QglEj]g qQYY G]EkZ  
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- G• hj<jIZI[j jP<j kjP]gQvIG GkYjh Zkhj Z<XI <YY gl<h][  
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 +]YQEs <[G P<pl <[ ]][O]Q[O ]DYQO<jQ][ j] glZ]pl <YY  
 hkhdQEQ]kh ]g G<[Olg]kh hQjk<jQ][h• N < hQjk<jQ][ G  
 G<[Olg j] < PQYG• +kDYQE /<NIjs hP]kYG DI E<YYIG
- I• glfkQglZI[j jP<j QN < PQYG GQhEY]hIh <[G]g <[ kj  
 hkhdIEj jP<j jPI PQYG P<h DII[ hkDWIEj j] <[s ]jPIg js  
 E][GkEj GkgQ[O < dg]Og<Z• jPIs Zkhj Q[N]gZ jPI +g]Og  
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 !<[<Olg> QglEj]g N]g ]][Y+g]Og<Z <EjQpQjQIh! Z<s DI  
 ]N <hh<kYj ]g <Dkhl• Q[ qPQEP E<hl jPIs hP]kYG E][j<

- N• GQhEQdYQ[<gs dg]EIGkgI N]g kjP]gQvIG GkYjh• qP  
 jP<j QN <[ <YYIO<jQ][ ]N Q[<ddg]dgQ<jI E][GkEj P<h D  
 kjP]gQvIG GkYj d<gjQEQd<jQ[O Q[ < dg]Og<Z• jPI +g  
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 Q[EYkGI• Dkj []j DI YQZQjIG j]• <[s dPshQE<Y• ZI[j<Y•  
 [IOYIEj• jPI gl d]gjlg Zkhj N]YY]q /IEjQ][ 6• “!<[G<j]gs  
 .lfkQglZI[jh”• ]N jPI +]YQEs•
- O• E][jQ[OI[Es dY<[ <h j] P]q j] E]plg jPI O<d Q[ jPI lpl  
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- Æ•ççççç 9]k P<pl dEg]E]l]hG Ds qPQEP jPI +g]Og<Z QglEj]g• ]g  
 ]Dj<Q[ <[G <kjPI[jQE<jI d<gl[j<Y›Ok<gGQ<[ dl]gZQhhQ][ j]
- Ç•ççççç N jPI <EjQpQjs j<Xlh dY<EI Q[ < /EQI[EI Y<D]g<j]g  
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 Q[EYkGQ[O• Dkj []j YQZQjIG j]• Q[WkgQIh <hh]EQ<jIG  
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 D• ]][j<EjIG jPI QglEj]g ]N <D]g<j]gs <[G /jkGQ] /<NIjs j  
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 l[pQg][ZI[j]•
- E• [N]gZ<jQ][ <[G jg<Q[Q[O N]g PQYGgl[ glO<gGQ[O jPI  
 fkQdZI[j ¥“++ ”!•
- G•0PI glfkQglZI[j jP<j jPI kjP]gQvIG GkYjh Z<Q[j<Q[ GC  
 jQZlh ]N PQYGgl[ j<XQ[O d<gj Q[ +g]Og<Zh Q[ jPIhl I
- È•ççççç 9]k P<pl ZE]g]Q]l]Es ]dlg<jQ][hj]g]EQ]EYkGIh•  
 <• hj<jlZI[j jP<j <YY kjP]gQvIG GkYjh glZ<Q[ glhd][hQ  
 PQYGgl[ Q[ jPIQg +g]Og<Z GkgQ[O <[ lZlgOI[Es•
- D•0PI glfkQglZI[j jP<j <YY kjP]gQvIG GkYjh Zkhj DI N<  
 ZlgOI[Es !<[<OIZI[j +Y<[•
- E• GGQjQ][<Y• hdIEQNQE lZlgOI[Es dg]EIGkgIh j<QY]glG  
 Ds jPI +g]Og<Z• QN <[s ¥I•O•• PI<j hjg]XI N]g <jPYljQ  
 hkZZlg!•
- G•0PI glfkQglZI[j jP<j +g]Og<Z QglEj]gh []jQN]s jPI PQY  
 Q[ E<hl ]N <[ lZlgOI[Es• Q[EYkGQ[O ZIGQE<Y ]g DIP<  
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- Å•ççççç 9]k P<pl E]g]Z]k]QE<jQ][P]kd]YQ]Q]NQIh jP<j 0PI 6QEI  
 N]g ]ZZk[QE<jQ][ Qh glhd][hQDYI N]g jPI E][gGQ[<jQ][ ]N  
 jPQh d]YQEs <[G <[s +g]Og<Zh qQjP PQYGgl[• [s][l qP] g

Q[N]gZ<jQ][ gIO<gGQ[O < +g]Og<Z qQjP PQYGGI[ Zkhj E][  
PDE@ E Lj QPFj°Q Z<Q] SàPQ EÀ E Pj]@PXD P g°Q @ PS > Eop Ê ð DÀ G QÀ Ljè È

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