



**Child protection at
DISCOVER FOOTBALL**



DISCOVER FOOTBALL
female perspectives

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Foreword

Dear children and young people, dear guardians, dear caregivers, dear interested parties.

With this child protection concept, we want to make our projects with children and young people as safe as possible. We want to offer children a space that is as free of fear and violence and as safe as possible, as free as possible from pressure, performance assessments and competition. Especially because soccer often goes hand in hand with pressure to perform and to be competitive, we deliberately want to set a counterpoint with our projects.

We want children and young people to have fun playing soccer and sports and not be confronted with pressure to perform. Body positivity, i.e. the acceptance of any kind of body, especially beyond social beauty standards, is just as important to us as learning soccer techniques.

We try to offer training and game concepts that are not about winning and losing. Situations in which children with less soccer experience and weaker performance sit on the bench or are selected last in the team will not exist with us. Fair play rules are our top priority on and off the field.

We stand for nonviolent communication and do not tolerate yelling, embarrassment or humiliation on or off the soccer field or our projects.

For us, feminist and emancipatory values are also very important, also in our work with children. Therefore, the motto for our training is „No means no“. There is no compulsion to perform exercises, body- and performance-shaming is not tolerated. This is even more true when the focus of the work is on particularly disadvantaged and at-risk children. In addition, we are happy to accept children's self-chosen names and gender identities.

All **DISCOVER FOOTBALL** staff members, volunteers, coaches and honorary members of the **DISCOVER FOOTBALL** team hereby commit to our child protection concept, and together we will do everything in our power to ensure that children and young people find a safe space in our projects and have a positive experience.

Your **DISCOVER FOOTBALL**-Team¹

¹ **DISCOVER FOOTBALL** is an initiative of Fußball und Begegnung e.V.

Guidelines of Child Protection at DISCOVER FOOTBALL

DISCOVER FOOTBALL is committed to being vigilant in its own working context against any form of violation of children's rights, especially the maltreatment of children. The [UN Convention on the Rights of the Child](#) forms the basis for the guidelines for the protection of the child at DISCOVER FOOTBALL.

The guidelines apply in all areas and at all levels of the work of DISCOVER FOOTBALL and are to be respected, signed and implemented by all full-time and voluntary employees (board of directors, the full-time team, the honorary staff, the volunteers as well as all persons who accompany children and young people in the DISCOVER FOOTBALL projects). All the aforementioned groups of persons commit to comply with these child protection guidelines in their cooperation with DISCOVER FOOTBALL.

Association rules for the protection of children (supplement to the association rules)

These club rules are a supplement to the statute of the association Fußball- und Begegnung e.V.. They are binding for the organs and branches of the association.

1. Preamble

For DISCOVER FOOTBALL, the implementation of the UN Convention on the Rights of the Child is an integral part of its own actions. DISCOVER FOOTBALL commits itself to be vigilant in its own working context against any form of violation of children's rights, especially against any use of violence against children.

2. Principles of DISCOVER FOOTBALL

(1) DISCOVER FOOTBALL is committed to protect children and young adults against all forms of violence (physical, sexual, psychological/emotional, exploitation, neglect, digital media violence).

(2) DISCOVER FOOTBALL is committed to confront violence against children, that is, anything that directly or indirectly harms the child or reduces his or her chances of developing into an adult in a healthy and safe manner. This includes physical and psychological violence equally.

(3) DISCOVER FOOTBALL is committed to consider and respect all children as independent human beings according to their respective development and to provide them with all information about their rights in a way they can understand. This also concerns their right of protection from forms of any kind of violence.

DISCOVER FOOTBALL Code of Conduct for Team Members

- 1) I commit myself to protect children from any kind of violence. In case of signs of or indications of abuse within the working contexts of **DISCOVER FOOTBALL**, I will immediately initiate the agreed procedural steps (see below).
- 2) I undertake to refrain, in accordance with the UN Convention on the Rights of the Child and the above principles, from any behavior that could lead to sexual or emotional exploitation or any other form of mistreatment of children.
- 3) All children are treated with respect and are treated in a gender-, diversity- and trauma-sensitive manner. It is always important to pay attention to the child's reaction to his or her own appearance.
- 4) Children are not caressed or kissed. Physical boundaries are respected and honored, even in positive situations such as goal celebrations.
- 5) No one should be alone with a child; a second adult should always be present or within reach and visual contact. The dual control principle must always be observed; if this is not possible in exceptional cases, this must be made transparent.
- 6) No child will be inappropriately approached verbally, psychologically, or physically, including innuendo and sexual acts, or actions that the child does not want to engage in (e.g., no showering after sports, no yelling at or verbally belittling after athletic defeats).
- 7) No private offer is made to the child.
- 8) When photographing, filming or reporting, permission must be obtained from parents or guardians in the case of underage children, and the children's consent must also be obtained. In the case of young adults, consent must be obtained from them. Furthermore, the human dignity and need for protection of children must always be respected.
- 9) I will immediately report any suspicious circumstances that come to my attention in the course of my work at **DISCOVER FOOTBALL** to the appropriate contact person.
- 10) I commit myself to consider and respect the child - according to his development - as an independent human being. The child will be given all information regarding his or her right to protection and rights in a way that is understandable to him or her.

- 11) Other persons such as visitors, youth leaders and persons working for **DISCOVER FOOTBALL** on a fee basis who visit projects and measures, as well as photographers, consultants etc. are informed about the Code of Conduct (e.g. notice board at the project location).
 - 12) Fair play applies to sporting interaction: all forms of violence (especially physical and verbal violence in soccer) are prohibited on and off the pitch. This also applies to spectators, parents, coaches, etc.
 - 13) My mission is to prepare a safe place, protective and nurturing environment for children, especially disadvantaged and at-risk children, as part of their activities at **DISCOVER FOOTBALL**.
 - 14) It is forbidden to yell at, humiliate or expose children. The work of **DISCOVER FOOTBALL** is exclusively about fun and sporting togetherness, not about performance.
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Please sign and return this section to a **DISCOVER FOOTBALL** board member.

Declaration of commitment

I have taken note of the above rules of conduct for the protection of children and undertake to comply with them. I am aware that any violation of the rules will result in consequences, including termination of cooperation and the involvement of appropriate authorities.

Name _____

Place and date _____

Signature _____

Risk analysis for each project

Prior to each **DISCOVER FOOTBALL** project, a risk analysis is conducted. This includes the following aspects, among others: The location, the personnel on site, the public visibility.

Recruitment procedures for full-time employees, freelancers, interns, trainers and volunteers

The work of **DISCOVER FOOTBALL** is mainly carried out by volunteers. However, the project coordination is in the hands of full-time employees. Depending on the project, additional paid staff is recruited, especially honorary staff (translators, workshop leaders, etc.) or trainers.

Volunteers and paid staff who are actively involved in **DISCOVER FOOTBALL** (not just helping out or supporting for a day) are required to submit an extended certificate of good conduct (not older than three months) to our supervisor when joining the team. If there is a relevant previous conviction according to the above-mentioned criminal offenses, employment or admission to the team will be refused.

An extended certificate of good conduct is also required from trainers who are in contact with children (up to 18 years), as far as their country of origin allows it.

The extended certificate of good conduct for each person involved in **DISCOVER FOOTBALL** must be updated at regular intervals, at least every 5 years.

DISCOVER FOOTBALL shall ensure by the measures set forth herein that it does not employ or place any person who has been convicted by final judgment of a criminal offense under sections 171, 174 to 174c, 176 to 181a, 182 to 184e, or section 225 of the Penal Code.

The topic of child protection and compliance with our child protection guideline also form the basis of the selection and hiring process for full-time employees: **DISCOVER FOOTBALL**'s attitude and approach to child protection are discussed in job interviews and reference is made to the child protection concept and the code of conduct that must be signed upon hiring.

At **DISCOVER FOOTBALL**, before new volunteers as well as honorary staff and trainers are accepted, introductory interviews (not job interviews) take place. Here, too, reference is made to the child protection concept of our organization. After the persons educated by **DISCOVER FOOTBALL** on child protection have read the guidelines of conduct and the child protection concept, they must commit themselves in writing that they have understood them and will act in accordance with them. The signed documents will be kept at the club headquarters in a separate folder.



Cooperation with partner:inside organizations

Partner organizations that are in close contact with participants under the age of 18 are asked by the project management team for a child protection concept.

If the organizations cannot present a child protection concept, they must commit to the concept presented by **DISCOVER FOOTBALL**.

Code of Conduct for Visitors and Spectators

In order to protect children and participants, we have adopted a code of conduct to ensure respectful treatment of children, participants and fellow human beings and their protection from violence and exploitation. If the principles preserved in it are not observed, there is a threat of exclusion from the event. The code is printed and displayed at the project locations and informs people who are not in close contact with the children (spectators, groundskeepers, sponsors, service providers, caterers, technicians, etc.).

All visitors and persons who have access to the stadium but are not members of the **DISCOVER FOOTBALL organization are required to**

- When photographing, filming or reporting, obtain the permission of the responsible **DISCOVER FOOTBALL** staff or partner organization and the consent of the children.
- Always respect the human dignity and the need for protection of children
- Treat all children with respect and treat them in a culturally/diversity-sensitive manner
- Not being alone with a child who is outside his/her responsibility; a second adult should be present or within reach and sight.
- Not to hold, caress, kiss, hug or touch children.
- Not to approach any child verbally, psychologically or physically in an inappropriate manner, this includes innuendo and sexual acts.
- Yelling at, exposing, and humiliating children is prohibited.
- Not to make a private offer to a child outside his/her responsibility.

Standards for public relations

In all its publications, **DISCOVER FOOTBALL** adheres to the principle of respectful, positive and unbiased reporting, which is also derived from the UN Convention on the Rights of the Child. **DISCOVER FOOTBALL** also tries to enforce this principle with the utmost emphasis in its cooperation with journalists, agencies, sponsoring partners or other persons who report on children and young people from **DISCOVER FOOTBALL** projects or work together with the association.

DISCOVER FOOTBALL and our partners are committed to careful handling of the creation and publication of photos of children and young people. The UNICEF guidelines for reporting serve as orientation. If, for example, photos are to be published on social media or on the website as part of a festival, on the one hand the children and young people must agree, and on the other hand the separate consent of the legal guardian(s) must also be obtained for this in each case. Care must be taken to change any identifying information that could lead to the whereabouts of children. Protecting the privacy of children and young people is our top priority.

Data protection and the right to one's own image

With regard to photos, videos and other personal information about the lives of children and young people used in **DISCOVER FOOTBALL** materials, the standards of the General Data Protection Regulation (GDPR) must be observed. If a minor is under 14 years of age, it is mandatory to obtain the consent of the person with custody. If the minor is older than 14, the written consent of the young person or persons is sufficient.

In principle, written consent should also be obtained from children under the age of 14. Children or young people must be informed in an understandable way about how the information, image or film will be used and that they have the right to refuse or later revoke their consent. They must be asked if they consent to their first name being shared with the information, image or film.

Interviews with children and young people

Interviewing children requires certain skills. The following basic principles should be observed to ensure that the dignity and rights of children are respected.

Before the child consents to be interviewed, he or she must be informed about the goal and planned topics of the interview, as well as the child's right to withdraw consent at any time.

The interviewer should check the child's understanding of his or her consent at the beginning of the interview.

During the interview, an additional person should be present with whom the child is familiar. Wherever possible, the child should have a choice of who supports him or her during the interview. Before the interview begins, it should be made clear that the child only needs to speak when he or she feels comfortable, and that he or she can stop and withdraw consent at any time. The different needs of children and adolescents must be taken into account, for example, whether it would be more comfortable to speak with a man or a woman.

If the interview is recorded, the child must be made aware and written consent must be obtained from the child or youth and the parent or guardian.

Social media guide

DISCOVER FOOTBALL uses Facebook, Twitter, Instagram, YouTube, blogs and LinkedIn for digital communication channels. All **DISCOVER FOOTBALL** employees are obligated to comply with all applicable laws and regulations when communicating on these channels.

Child Protection Standards are to be followed. There shall be no contact with children through private social media accounts, nor shall any publications be posted that show the children (reposts of posts are permitted if all public relations standards set forth herein are met).

Even in digital communication, everyone must be aware of the risk that children's rights may be disregarded or child protection standards violated. Anyone who learns of incidents such as humiliation, discrimination or sexual innuendo towards children that are associated with **DISCOVER FOOTBALL** must immediately pass this information on to the child protection officers. In addition, any type of misconduct on the Internet can be reported to an independent online complaint platform or to the police.

Communication via messenger (WhatsApp, Signal, etc.) with participants

DISCOVER FOOTBALL employees and volunteers are not permitted to contact participants under the age of 18 via private messenger. Group chats may only be introduced with the agreement of the legal guardians. The age limits on WhatsApp and Signal must be respected.



Measures for the detection of child protection violations

At the beginning of the cooperation with children, a child-friendly workshop is offered that educates children about rights, encourages them to stand up for them and explains the complaint channels in case of violations or discomfort. **DISCOVER FOOTBALL** offers different measures for each project to make it easier for children, parents, participants, spectators, etc. to report child protection violations: On the one hand, two child protection officers are elected who offer daily office hours at the project location during presence events, and on the other hand, their e-mail address and cell phone number are passed on to people involved in the project (flyers, information sheets, notices). There is also the possibility of submitting complaints in a complaint box (anonymously if required), which is regularly viewed by the child protection officers.

At the end of each project day, there will be an evaluation round with the children, in which children will have the opportunity to also express their discomfort or incidents.

Procedural arrangements for child protection violations

Any violation of the principles and standards set forth in the policy is grounds for disciplinary or employment action, and for contractual action in the case of project partners.

Violation of the Child Protection Policy by a member of **DISCOVER FOOTBALL** or a partner organization will result in a warning, expulsion or criminal charges, depending on the severity of the misconduct.

Procedural principles in the event of a child protection violation

- The child welfare always come first.
- Ensure that the child is listened to and that his or her views and wishes are included
- Contact and reference persons are informed immediately after consultation of the child
- Reported allegations and all investigations will be kept **strictly confidential**. The identity of affected children, informants and accused persons will be protected appropriately. Only those responsible for case processing will have access to information about the case.
- Both the child involved and the alleged perpetrator:in are treated **respectfully** throughout the process.
- If the affected child needs **additional protection** and **further support**, involvement of other specially qualified organizations takes place.
- When necessary, **contact** is made with other child welfare agencies and legal organizations to provide additional support through them.
- When investigating suspected cases, the **laws in force** in the respective country must be **observed and applied**.



Standard procedure in the event of a suspected child protection case

1. Reporting a suspicion

- A suspicion can reach DISCOVER FOOTBALL's child protection officer in several ways (see "Measures for identifying child protection violations)
- If there are serious indications that the welfare of a child or young person is at risk, the child protection officer will be informed by DISCOVER FOOTBALL.
- An assessment of the risk of danger (justified or unfounded case, see below under 2) is carried out from their side.
- If the child needs immediate protection, this can be provided by a safe place and two trusted/contact persons (guardians if necessary). Care must be taken to ensure that the suspected or accused person cannot approach the child and cause him/her further harm.
- Start documenting the case using the reporting form

2. Unfounded or reasonable suspicion

Suspicion is unfounded

- Consultation of the child protection officers, the confidants/contact persons
- Justification is documented
- The case is closed and personal data is destroyed
- Persons involved incl. legal guardians are informed accordingly

Suspicion is well-founded

- Consultation with child protection officers, DISCOVER FOOTBALL team, trusted/contact persons (legal guardians) → Involvement of the legal guardians only if this does not jeopardize the effective protection of the child or adolescent.
- Provide protection, psychological and medical care for the affected person
- Individuals about whom concerns have been raised will be prohibited from further access to children until resolved
- Further procedure according to the following steps

2 Prior to a project, two members of DISCOVER FOOTBALL are appointed by the plenary as child protection contact persons. Any team member or participant can contact these persons with questions, suspicions, incidents or suggestions regarding child protection and violations.

3. Measures in case of reasonable suspicion

- a) Concrete misconduct as defined in the Child Protection Directive, but without criminal relevance: Depending on the role of the person concerned, labor law or disciplinary measures are initiated. For example, warning, dismissal, exclusion from the association or prohibition of participation in projects. The final report is archived. All personal data in it is deleted in order to also take into account the interests of the person concerned that are worthy of protection.
- b) Factual indications that give rise to the suspicion that the person concerned has committed a criminal offense: The DISCOVER FOOTBALL Child Protection Officer calls the Berlin Children's Emergency Service (24/7 Child Protection Hotline: 030 610061) to obtain information about taking further steps (police, youth welfare office, etc.).

