



**KENYATTA UNIVERSITY
WOMEN'S ECONOMIC EMPOWERMENT
HUB**



CHILD PROTECTION POLICY

2022-2027

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a. KU-WEE Hub Fundamental Statements

VISION STATEMENT

A society free of gender inequities and inequalities with economically empowered women

MISSION STATEMENT

Generation of robust evidence to inform women's economic empowerment policies and programmes

KU-WEE CORE VALUES

Gender equality, teamwork, accountability

GOAL

To promote women's economic empowerment through policy-driven research

b. Foreword

Kenyatta University Women's Economic Empowerment (KU-WEE) Hub is committed to its mission of generating robust evidence to inform the design and implementation of women's economic empowerment policies and programmes to promote women's economic empowerment through policy-driven research. To achieve its vision of a society free of gender inequities and inequalities with economically empowered women, the hub seeks to conduct research that will generate credible, internationally recognised data on what works to improve women's economic empowerment in Kenya and the region. Through its 11 policy-driven research projects in three thematic areas, the Hub project aims to bridge the gap between gender data and the formulation and implementation of various gender policies and programme.

To achieve this, it has collaborated with various research, policy and advocacy institutions to ensure not only generation, but also uptake of the evidence by policy and programme formulators and implementers across the county and national levels of government. Given the importance of evidence utilisation in gender policy formulation and implementation especially in the era of COVID-19 and beyond, the University recognises the role that the Hub must play in ensuring that only quality gender data goes into the process. Clear guidelines on the expected level of professional and ethical commitment are important if the research is to yield credible data.

This child protection policy therefore, will provide critical guidance to the Hub researchers on the expected standards in interacting and relating with children in the research projects. The policy also highlights the Hub's as well as Kenyatta University's core values that should be adhered to. It is envisaged that researchers will strictly adhere to the guiding principles herein, to safeguard their own credibility and that of the Hub and the University at large, and the safety and protection of children from any potential harm. I wish to assure our partners that the University is committed to ensuring that the child protection guidelines enshrined in this framework are observed at every stage of the research process.


Prof. Paul K. Wainaina

VICE-CHANCELLOR



Article 1: Introduction

Kenyatta University received a grant from Bill & Melinda Gates Foundation through the Initiative on What Works for Women's Economic Empowerment to establish a Women's Economic Empowerment (KU-WEE) Hub. The overall goal of the Hub is to build program and Policy evidence on What Works to advance Women's Economic Empowerment in Kenya to be utilized by stakeholders to shape policies, programs, interventions, and advocacy efforts. The specific objectives are to: advance women's engagement in management and leadership positions; enhance women's employability and entrepreneurship skills; prevent and reduce Sexual and Gender Based Violence and enhance women's economic empowerment; develop a Women's Economic Empowerment Index and a tool for gender-responsive budgeting; build capacity of junior researchers, post graduate students and partners in research, and policy advocacy and communication strategies on women's economic empowerment.

The hub will:

- a) Carry out an evaluation of existing policies and programmes in relation to “what works” in WEE.
- b) Implement training measures to enhance competence within the research teams on gendered research and the integration of gender analysis of WEE.
- c) Produce policy evidence, annual statistics with sex and gender -disaggregated data.
- d) Monitor and analyse patterns and trends of WEE and inform the development of targeted gender initiatives.
- e) Consult, engage, and network with national and international groups working to advance gender equality and WEE.
- f) Improve and enhance the strengthening of gender mainstreaming in policy development.
- g) Advocate for institutionalisation and implementation of gender equality policy in organisations and in contractual agreements.
- h) Boost awareness and capacity building on gender competence in the public and private sector.
- i) Support gender studies and enhance research with gender perspectives.

- j) Support development and roll-out of National and County initiatives focusing on gender equality and economic empowerment.
- k) Raise awareness among stakeholders and partners about KU-WEE activities
- l) Endeavour to balance membership in all policy evaluation activities, advisory and management boards, committees, workshops, focus groups, etc.
- m) Introduce mentoring programmes and targeted initiatives of WEE.
- n) Establish caregiving initiatives to support children aged below four years through the crèche programme

Article 2: Purpose and Scope

The Child Protection Policy will assist in the achievement of KU-WEE Hub's mandate. The policy demonstrates KU-WEE Hub's commitment to safeguarding children from harm and makes it clear that all children have a right to protection from child abuse and exploitation, and that the welfare of children must always be the most important consideration. This policy aims to deter, minimize, and remove opportunities for the abuse of children to occur in the scope of KU-WEE Hub's work.

Article 3: Principles of Good Research Practice

The following principles aim to encourage researchers to conduct high-quality research. The principles should be integrated into all aspects of research and scholarly activities. These principles include:

- a) *Excellence*: upholding excellence when conducting research.
- b) *Honesty*: being truthful - ensure the accuracy of data and evidence, acknowledge the contributions of others, and not engage in unethical behaviour during and after the research.
- c) *Integrity*: complying with all legal and ethical requirements; declaring any potential or actual conflicts of interest relating to research and, where necessary, taking steps to resolve them.
- d) *Cooperation*: promoting open exchange of ideas, data, research methods, results, and evidence and discussing them subject to any considerations for confidentiality.

- e) *Accountability*: ensure that research activities comply with any agreements, terms and conditions; and follow the requirements and guidance of any professional bodies in their field of research.
- f) *Prudent use of resources*: to achieve the project goal, researchers and post-graduate students should use resources efficiently
- g) *Fairness*: ensure that all researchers, staff, partners, stakeholders, and postgraduate students are treated with fairness.

Article 4: Child Protection Policies and Standards

- a. KU-WEE shall require all contractors, directors, consultants, employees and interns (referred to in this policy as "staff"), and all partners, agencies and stakeholders to, where relevant, adopt, support and comply with appropriate policies for the protection of children.
- b. Staff, partners and all other KU-WEE stakeholders that have direct contact with children are required to warrant that they have adopted a child protection policy and implemented related procedures and systems and established codes of practice consistent with the standards established to keep children safe.

Article 5: Staff obligations

It is expected that all KU-WEE Hub staff will:

- a. Treat all children fairly and with respect and integrity;
- b. Act in a way that seeks to care for and protect the rights of children and act in their best interests;
- c. Safeguard and make responsible use of information and resources. This includes the exercise of due care in all official matters and not divulging confidential information;
- d. Uphold the integrity of KU-WEE Hub, by ensuring that personal and professional conduct is, and is seen to be, of the highest standard;
- e. Report any abuse by a staff member, partner, or agency to the Hub Leader and other appropriate authorities;
- f. Ensure that another adult is present when working in the proximity of children;
- g. Never request any service or favours from a beneficiary (including children) in return for protection or assistance;
- h. Never engage in any exploitative relationships – sexual, emotional, financial or employment-related – with a beneficiary. This is regardless of the local age of consent i.e., the local or national laws of Kenya. Failure to report such a relationship may lead to disciplinary action pursuant to KU-WEE Hub policies and procedures.
- i. Refrain from any involvement in criminal or unethical activities that contravene human rights.
- j. Endeavour to follow these guidelines when photographing or filming a child for work-related purposes:
 - i. Assess and try to comply with local traditions for or restrictions on reproducing personal images;

- ii. Gain consent from the appropriate person (which may not be the child). As part of this, we must explain how the photograph or film will be used;
- iii. Ensure images used present beneficiaries (including children) in a respectful manner. Beneficiaries should not be presented in images that could be seen as sexually suggestive; and
- iv. Ensure images are honest representations of the context and the facts.

Article 6: Recruitment and vetting

- a. KU-WEE Hub is committed to child-safe recruitment, selection and vetting. The recruitment process will be reviewed and updated regularly to ensure that it accurately reflects child-safe recruiting and screening standards.
- b. KU-WEE Hub recognizes the importance of taking up references before appointment of any staff who may have contact with children and will ensure that evidence of identity and any relevant qualifications are seen.
- c. If any of KU-WEE Hub staff are deployed to visit/work directly with children, then additional checks may be carried out as appropriate.

Article 7: Briefings and Training

- a. All KU-WEE Hub staff will receive information relating to this Child Protection Policy during their induction process.
- b. Specific briefings and/or training on child protection will be provided, as appropriate and upon request, for staff who may encounter children as part of their work duties in visiting projects and communities. Briefings are also available for those responsible for dealing with complaints and disciplinary procedures and for recruiting and selecting staff.

Article 8: Reporting concerns

- a. If any staff has any concerns about a child's safety or welfare, they must raise those immediately with the Hub Leader who will determine what action is appropriate. This may include taking steps to distance any alleged perpetrator (for example, by suspending any staff member involved in accordance with the organization's disciplinary procedures); taking appropriate steps to ensure confidentiality; making professional counselling support available; investigating and taking action

in accordance with KU-WEE Hub's disciplinary procedure; and notifying the appropriate authorities if there are reasonable grounds for reporting alleged abuse.

- b. KU-WEE Hub Leader or his/her designate shall be responsible for recording incidents, concerns and referrals (which will be fully documented, including the time, place and witnesses) and these will be kept confidential, as far as possible, while taking appropriate action to ensure that the protection of the child is always the most important consideration. All staff are referred to the Whistleblowing Policy.
- c. KU-WEE Hub will not tolerate any form of coercion, intimidation, reprisal or retaliation against any staff member who reports any form of abuse or exploitation or provides any information or other assistance in an investigation.

Article 9: Sanctions

- a. KU-WEE Hub reserves the right to immediately suspend any staff who has failed to comply with this policy, pending the outcome of an investigation.
- b. Failure to comply with this policy may result in disciplinary action against the staff. KU-WEE Hub reserves the right to take legal action against staff members where breaches of this policy warrant such action.
- c. Staff who wish to discuss the implications of this policy and/or any concerns they may have in relation to this policy are encouraged to speak with the Hub Leader or the Human Resources.

Article 10: Implementation of the policy

The Hub Leader, who will also be in charge of its monitoring and evaluation and advise the KU-WEE Hub Advisory Board accordingly, will do the responsibility of implementing this policy. The Policy will be implemented alongside the Administration, Finance and Procurement Policy, Field Protocols, Advocacy and Communication Strategy, Partnership Policy, Service Delivery Charter, and Advisory Board Charter.

Article 11. Monitoring/review

All incidents and outcomes will be reported to the Vice Chancellor Kenyatta University subject to appropriate confidentiality arrangements.