

Child Protection Policy

Romagna Tech – 2025

1. Introduction

Romagna Tech is committed to safeguarding the well-being of all the children and young people that may in any way be affected by the intervention of the organisation.

The following policy is in line with the Council of Europe Convention on Preventing and Combating Violence against Women and Domestic Violence, the United Nations Convention on the Rights of the Child (UNCRC) and the CERV programme values.

2. Context and area of application

This Child Protection Policy has been drafted by Romagna Tech S.C.P.A., with the aim of ensuring a safe, inclusive, and respectful environment for all children involved in the activities promoted at Casa Bufalini, the operational and project hub for all child-focused initiatives.

Romagna Tech is a non-profit Joint Stock Consortium Company, accredited as an Industrial Research Laboratory and Innovation and Technology Transfer Center within the High Technology Network of the Emilia-Romagna Region (accreditations no. 2/C of 13/07/2015 and 92/L of 28/09/2015). It is also recognized as a Research and Technology Transfer Organization pursuant to EU Regulation No. 651/2014. Romagna Tech promotes, accelerates, and supports technological innovation processes by working alongside companies, startups, and regional stakeholders through applied research, technology transfer, and skills development.

Casa Bufalini, managed by Romagna Tech, is one of the ten Urban Open Labs established and financed by the Emilia-Romagna Region as part of Axis 6 of the ERDF Operational Program 2014–2020 “Attractive and Participatory Cities.” Promoted and supported by the Municipality of Cesena, Casa Bufalini represents a virtuous example of urban regeneration and collective (re)appropriation of a public space of high symbolic value, the birthplace of Cesena-born physician Maurizio Bufalini.

Today, Casa Bufalini is an Open Lab for cultural and creative innovation, a dynamic space for community gathering, experimentation, and co-design, where culture serves as a strategic driver for territorial development and a catalyst for intelligent, sustainable, and inclusive growth. Within this context, Casa Bufalini organizes a wide range of educational programs, workshops, creative labs, and play-based learning activities for children, aimed at fostering creativity, collaborative learning, and the development of digital, scientific, and civic competences from an early age.

In particular, activities dedicated to children aim to:

- promote social inclusion and equal access to knowledge;

- encourage curiosity toward digital technologies in an ethical and mindful way;
- develop critical thinking, problem-solving abilities, and teamwork;
- enhance individual expression through creative and innovative languages;
- raise awareness on active citizenship, environmental issues, and sustainability.

In this context, the protection and well-being of minors represent a core value and a fundamental commitment. The adoption of a Child Protection Policy is therefore a responsible and coherent act, fully aligned with the mission of the Open Lab, as well as a concrete pledge toward families, educators, institutions, and the broader community.

This policy aims to define the principles, procedures, and operational tools necessary to prevent all forms of abuse, exploitation, neglect, or discrimination, ensuring that every child can fully enjoy their educational experience at Casa Bufalini in a welcoming, safe, stimulating, and respectful environment that recognizes and upholds their dignity and uniqueness.

The present policy is embedded in a broader ecosystem devoted to responsible innovation, the promotion of children's rights, and the development of educational settings capable of generating positive and lasting social impact.

3. Scope

The Casa Bufalini Child Protection Policy applies to:

- All personnel who are directly or indirectly involved in the activities of Casa Bufalini.
- All those acting on behalf of Romagna Tech, such as members, consultants or trainers in the planning, organization and implementation of the activities of Casa Bufalini.
- all those who participate in Romagna Tech events and meetings held in Casa Bufalini (e.g. Study Visits, Annual Workshop) that involve children, including journalists, sponsors, donors, policy makers, etc.

3. Definitions

Child: Any person under the age of 18, in accordance with the UNCRC.

Child Abuse: All forms of physical or mental violence, injury or abuse, neglect, maltreatment or exploitation, including sexual abuse.

Child Protection: Actions and procedures to prevent and respond to abuse, neglect, exploitation, and violence against children.

4. Core Principles

Casa Bufalini commits to:

- Zero tolerance of child abuse and exploitation.

- Promoting child participation in a safe, meaningful, and empowering manner.
- Ensuring all activities are child-centred and uphold the best interests of the child.
- Applying non-discrimination and respecting the diversity of all children.

5. Behaviour Protocols

All staff, volunteers, interns, management and board members, consultants or advisers who have direct contact with children in their work will be fully informed of Romagna Tech's Code of Conduct.

5.1. Management

A Child Protection Focal Person (CPF) will be appointed who is responsible for:

- Promoting awareness and the implementation of the child protection policy, as well as monitoring the implementation of the policy
- Developing child protection measures.
- Acting as a source of support and information for staff on safeguarding issues.

The name and contact details of the CPF will be published on the website and all staff members will be informed of its role.

5.2 Code of Conduct

This code of conduct includes guidance on ethical and proper standards of adult behaviour towards children, and of behaviour between children. It has been developed with the best interests of the child as the primary consideration and should be interpreted in a spirit of transparency and common sense.

DO

- Be aware of what constitutes child abuse and exploitation (included in the child protection policy) and understand the provisions set out in the child protection policy by reading a document summarising the provisions contained in the CCP.
- Recognize signs of abuse and report any suspicious observations immediately to the Child Protection Focal Person (CPF).
- Ensure that all the people operating or beneficiary of Casa Bufalini's activities know who the CPF at Casa Bufalini is.
- Treat all children equally: be inclusive and involve all children without discrimination.
- Work actively to ensure the highest levels of respect towards each other.
- Protect the health, safety and well-being of yourself and others.
- Be concerned about the way in which your language, actions, and relationships with children could be perceived.
- Provide an environment encouraging children's personal, physical, social, emotional, moral and intellectual development.
- Encourage and respect children's voices and views.
- Limit access to and/or do not expose children to any inappropriate digital contents or materials.

- Respect the confidentiality of children’s personal information at all times.
- Obtain (written) consent from the child and parent/carer when photographing, filming or requesting personal information for activities

DON'T

- Engage in any form of sexual activity with children.
- Commit any acts or behave in any way that could be construed as poor practice or potentially abusive. For example, never behave in an inappropriate or sexually provocative manner.
- Perform activities for children that they can do themselves, including dressing, bathing and grooming.
- Discriminate, shame, humiliate, belittle, or degrade children. This includes anything that may be considered emotional abuse (e.g. use language that will mentally or emotionally abuse a child or tell a story/show pictures that will mentally or emotionally abuse a child).
- Hit or otherwise physically assault anybody.
- Act in any way that may be abusive or place others at risk of abuse.
- Not take photos, videos, or audio recordings of children without explicit consent, and ensure responsible use respecting privacy.

6. Recruitment and Training

All staff and collaborators working with children within the scope of Casa Bufalini’s operational activities are selected through a rigorous recruitment process.

All relevant personnel must be aware of the CPP and the rules it introduces. A document summarising the policy will be distributed to all staff and collaborators working at Casa Bufalini, who will be asked to sign a declaration acknowledging that they have read and understood it.

7. Participation and Empowerment

Casa Bufalini actively promotes child participation and ensures:

- Children are provided with clear, age-appropriate information about their rights and their role in projects.
- Mechanisms are in place for children to express opinions, provide feedback, and report concerns confidentially.
- Participation is voluntary and based on informed consent.

8. Reporting and Response Mechanisms

Any concerns, suspicions, or allegations of child abuse must be reported immediately to the designated Child Protection Focal Point.

Reports will be handled confidentially and investigated promptly in accordance with national laws and procedures.

Casa Bufalini will cooperate fully with authorities in cases of abuse or exploitation.

Reporting Contact:

Child Protection Focal Point – Sara Raggini sara.raggini@romagnatech.eu +39 340 65 22 792

9. Risk Management

All the Casa Bufalini's activities undergo a child protection risk assessment during the planning phase. Safeguarding measures are integrated into the design, implementation, and evaluation of projects involving children.

10. Accountability, monitoring and Review

Compliance with this CPP is monitored regularly.

The policy is reviewed annually or after any incident or significant change in operations.

Feedback from children and stakeholders is incorporated into the review process.

11. Management

The aim of monitoring and evaluating the child protection policy is to learn from practical case experiences, which will contribute to inform policy reviews and changes.

Casa Bufalini will regularly monitor the implementation of its child protection policy and procedures. Progress, performance and lessons learned are reported by the Child Protection Focal Person to the Coordinator annually. Monitoring and evaluation will be done by checking whether the standards from the child protection policy are implemented and whether safeguards are working. This will be done by carrying out a periodic survey among Casa Bufalini staff, interns and volunteers on how the standards from the child protection policy are being met, how effective they are and what needs improving.

Next to the overall monitoring and evaluation of the child protection policy, reactive monitoring will take place, after incidents have occurred, which will contribute to a learning process for Casa Bufalini and if necessary changes to the policy or reporting procedures.

Every year an internal review of the policy will be carried out and its results will be approved by the board.

12. Transparency

For the effective implementation of the Child Protection Policy, it needs to be understood accurately by all those that the policy applies to. Casa Bufalini will ensure that all its staff, interns, volunteers, consultants, etc. are informed about this policy, act in accordance with all its provisions and do no harm to children whom they may encounter during or outside their work.

The Child protection policy will be available both at the Casa Bufalini offices and online at the website (www.casabufalini.it). The document will be downloadable in PDF format for anyone wishing to view it.