



MIYKA'EL FOUNDATION, INC.

EIN: 41-5092933



www.miykaelfoundation.org



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SAFEGUARDING POLICY

Effective Date: June 2026

Last Reviewed: June 2026

ARTICLE I: PURPOSE

Miyka'el Foundation, Inc. ("Foundation") is firmly committed to the safety, dignity, and protection of every person it serves, with particular attention to children, youth, and vulnerable adults in both the United States and Hayti. The Foundation operates programs that place it in direct contact with some of the most vulnerable members of society, and this responsibility is taken with the utmost seriousness.

This Safeguarding Policy establishes the Foundation's zero-tolerance stance on abuse, exploitation, neglect, and harm in all forms. It outlines the standards of conduct, prevention measures, reporting procedures, and response protocols required of all board members, officers, staff, volunteers, contractors, and partners acting on behalf of the Foundation. This policy reflects the Foundation's core conviction that every person in its care deserves to feel safe, respected, and protected at every point of contact with the organization.

ARTICLE II: SCOPE

This policy applies to:

- a) All board members, officers, staff, volunteers, contractors, and partners of the Foundation
- b) All Foundation programs and activities in the United States and Hayti
- c) All settings in which the Foundation operates, including physical program locations, community events, home visits, field operations, and digital communications
- d) All individuals who come into contact with the Foundation's programs, with particular emphasis on children, youth, and vulnerable adults

ARTICLE III: DEFINITIONS

3.1 Safeguarding

Safeguarding refers to the measures, policies, and practices put in place to protect individuals, particularly children, youth, and vulnerable adults, from harm, abuse, exploitation, and neglect.

3.2 Child

For the purposes of this policy, a child is any person under the age of 18, regardless of the legal age of majority in the jurisdiction of operation.

3.3 Vulnerable Adult

A vulnerable adult is any person aged 18 or older whose ability to protect themselves from harm, abuse, or exploitation is compromised due to age, disability, illness, mental health condition, socioeconomic circumstance, or any other factor that reduces their capacity for self-protection.

3.4 Abuse

Abuse includes but is not limited to:

- a) **Physical Abuse:**

Any act that causes physical harm or injury to a person, including hitting, shaking, burning, or any other form of physical violence

b) Emotional or Psychological Abuse:

Any act or pattern of behavior that causes emotional harm, including intimidation, humiliation, threats, manipulation, isolation, or verbal abuse

c) Sexual Abuse:

Any sexual act or behavior directed at a person without their informed consent, including but not limited to sexual assault, harassment, exploitation, and exposure to sexual material

d) Neglect:

The failure to provide adequate care, supervision, food, shelter, medical attention, or other basic needs to a person in one's care

e) Exploitation:

The misuse of power, trust, or authority for personal gain at the expense of a vulnerable person, including financial exploitation and forced labor

f) Online Abuse:

Any form of abuse conducted through digital platforms, including cyberbullying, online grooming, sharing of inappropriate content, and unauthorized photography or recording of individuals

3.5 Safeguarding Concern

A safeguarding concern is any situation in which an individual associated with the Foundation has reason to believe that a child, youth, or vulnerable adult has been, is being, or is at risk of being abused, exploited, or harmed.

ARTICLE IV: SAFEGUARDING PRINCIPLES

The Foundation's safeguarding framework is built on the following core principles:

a) Zero Tolerance:

The Foundation maintains a zero-tolerance position on all forms of abuse, exploitation, and harm. There are no exceptions.

b) Best Interest of the Individual:

In all decisions and actions involving children, youth, and vulnerable adults, the best interest of the individual shall be the primary consideration.

c) Dignity and Respect:

Every person served by the Foundation shall be treated with dignity, compassion, and unconditional respect regardless of their circumstances.

d) Duty of Care:

All individuals associated with the Foundation have a personal and organizational duty of care toward the vulnerable individuals they serve.

e) Confidentiality:

All safeguarding concerns and reports shall be handled with strict confidentiality, shared only with those who need to know for the purpose of protection and investigation.

f) Cultural Sensitivity:

Safeguarding practices shall be implemented with sensitivity to the cultural contexts of the communities served, particularly in Hayti, while maintaining non-negotiable standards of protection.

g) Non-Retaliation:

No individual who reports a safeguarding concern in good faith shall face retaliation of any kind.

ARTICLE V: CODE OF CONDUCT

All board members, officers, staff, volunteers, contractors, and partners of the Foundation are required to adhere to the following standards of conduct at all times:

5.1 Required Behaviors

- a) Treat all individuals served by the Foundation with dignity, respect, and compassion at all times
- b) Maintain appropriate professional boundaries in all interactions with children, youth, and vulnerable adults
- c) Ensure that interactions with children and vulnerable adults take place in open, visible settings wherever possible
- d) Report any safeguarding concern immediately in accordance with the reporting procedures outlined in Article VII
- e) Cooperate fully with any safeguarding investigation conducted by the Foundation or relevant authorities
- f) Complete all required safeguarding training as directed by the Foundation
- g) Maintain confidentiality regarding all safeguarding matters

5.2 Prohibited Behaviors

The following behaviors are strictly prohibited for all individuals associated with the Foundation:

- a) Any form of physical, emotional, sexual, or psychological abuse toward any person
- b) Any form of exploitation, manipulation, or misuse of power over children, youth, or vulnerable adults
- c) Engaging in or facilitating any sexual contact or relationship with a beneficiary of the Foundation's programs, regardless of age or consent
- d) Using inappropriate, offensive, or demeaning language toward any person
- e) Spending time alone with a child or vulnerable adult in a private or unsupervised setting
- f) Photographing, filming, or recording any beneficiary without explicit written consent from the individual or their parent or legal guardian

- g) Sharing personal contact information with beneficiaries or soliciting personal information from beneficiaries outside of official program activities
- h) Using Foundation resources, relationships, or access for personal gain
- i) Consuming alcohol or controlled substances while engaged in Foundation activities
- j) Carrying or using weapons of any kind during Foundation activities
- k) Failing to report a known or suspected safeguarding concern

ARTICLE VI: SAFE RECRUITMENT

The Foundation is committed to recruiting and screening all individuals who work or volunteer with children, youth, and vulnerable adults in a thorough and responsible manner.

6.1 Background Checks

All board members, staff, volunteers, and contractors who have direct contact with children, youth, or vulnerable adults are required to undergo a criminal background check prior to beginning their role with the Foundation. Background checks shall be renewed periodically as determined by the Board of Directors.

6.2 Reference Checks

All individuals in direct service roles shall provide a minimum of two professional references who can speak to their character, conduct, and suitability for working with vulnerable populations.

6.3 Interviews and Screening

All candidates for roles involving direct contact with vulnerable individuals shall participate in a screening interview that includes safeguarding-specific questions to assess their awareness, attitudes, and suitability.

6.4 Safeguarding Training

All individuals associated with the Foundation in any capacity shall receive safeguarding orientation training prior to beginning their role. Individuals in direct service roles shall receive comprehensive safeguarding training and shall participate in refresher training annually.

6.5 Signed Acknowledgment

All board members, staff, volunteers, and contractors shall sign a copy of this Safeguarding Policy and the Foundation's Code of Conduct prior to beginning their role, confirming that they have read, understood, and agreed to comply with all safeguarding requirements.

ARTICLE VII: REPORTING PROCEDURES

7.1 Duty to Report

All individuals associated with the Foundation have a duty to report any safeguarding concern immediately. Failure to report a known or suspected safeguarding concern is a serious violation of this policy and may result in disciplinary action and potential legal liability.

7.2 What to Report

Any situation in which an individual has reason to believe that a child, youth, or vulnerable adult has been, is being, or is at risk of being abused, exploited, neglected, or harmed must be reported, regardless of whether the concern involves a Foundation representative or an external party.

7.3 How to Report

Safeguarding concerns shall be reported immediately to the Foundation's Designated Safeguarding Lead:

U.S Designated Safeguarding Lead: Santia Calixte, Founder & President

By Email: legal@miykaelfoundation.org

By Phone: (954) 352-9107

In Writing: Miyka'el Foundation, Inc.

Attn: Designated Safeguarding Lead

8029 W McNab Road, Suite 3071

Tamarac, Florida 33319

Hayti Designated Safeguarding Lead: Richardson Calixte, Vice President & Director of Hayti Operations

By Email: legal@miykaelfoundation.org

By Phone: (011) 509-4772-6995

7.4 If the Concern Involves the Designated Safeguarding Lead

If a safeguarding concern involves the Designated Safeguarding Lead, the concern shall be reported directly to another available board member or submitted in writing to the Foundation's mailing address marked confidential and urgent.

7.5 Reporting to Authorities

Where a safeguarding concern involves suspected criminal conduct or immediate risk of harm, the Foundation will report the concern to the appropriate authorities without delay:

United States:

- Florida Department of Children and Families (DCF) Abuse Hotline: 1-800-962-2873
- Local law enforcement: 911 for immediate emergencies

Hayti:

- Local law enforcement and child protection authorities within the relevant jurisdiction, including the local commissariat of the Police Nationale d'Haïti and, where appropriate, the Direction Centrale de la Police Judiciaire (DCPJ)
- Local law enforcement: 114 for immediate emergencies
- The Foundation's on-ground team in Hayti shall maintain current knowledge of local reporting pathways and authorities

7.6 Documentation

All safeguarding concerns shall be documented in writing as soon as possible following the report, capturing the nature of the concern, the individuals involved, the date and time of the incident or disclosure, and the actions taken. Documentation shall be stored securely and confidentially in accordance with the Foundation's Document Retention Policy.

ARTICLE VIII: RESPONSE PROCEDURES

8.1 Immediate Response

Upon receipt of a safeguarding concern, the Designated Safeguarding Lead shall:

- a) Acknowledge receipt of the report promptly
- b) Assess the immediate safety of the individual involved
- c) Take any necessary immediate action to ensure the safety and wellbeing of the individual
- d) Notify appropriate authorities if there is immediate risk of harm
- e) Initiate a formal review of the concern

8.2 Investigation

All safeguarding concerns shall be reviewed and investigated promptly, thoroughly, and impartially. The Designated Safeguarding Lead shall oversee the investigation process. The Foundation may engage independent advisors, legal counsel, or external safeguarding experts as needed. Investigations shall be conducted in a manner that minimizes additional trauma to the individual who experienced or reported the concern.

8.3 Support for Individuals Affected

The Foundation is committed to providing appropriate support to individuals who have experienced or disclosed abuse or harm. This includes connecting affected individuals with appropriate professional support services, counseling resources, and legal guidance as needed.

8.4 Outcomes and Action

Upon completion of the investigation, the Board of Directors shall review the findings and determine appropriate action, which may include:

- a) Immediate removal of the individual responsible from all Foundation activities
- b) Referral to law enforcement or child protection authorities
- c) Policy or procedural changes to prevent recurrence
- d) Additional safeguarding training for Foundation personnel
- e) Communication with affected individuals and families as appropriate

ARTICLE IX: INTERNATIONAL OPERATIONS

The Foundation's programs in Hayti operate in a unique cultural, legal, and operational context that requires specific safeguarding considerations.

9.1 On-Ground Safeguarding Leadership

Richardson Calixte, Vice President & Director of Hayti Operations, serves as the Foundation's on-ground safeguarding lead in Hayti, responsible for implementing this policy across all Hayti-based programs and operations.

9.2 Local Reporting Pathways

The Foundation's Hayti team shall maintain current knowledge of local child protection laws, reporting obligations, and relevant authorities in Hayti. All safeguarding concerns arising in Hayti shall be reported both to the on-ground safeguarding lead and to the Foundation's Designated Safeguarding Lead in the United States.

9.3 Cultural Sensitivity

The Foundation recognizes that cultural norms, community dynamics, and institutional trust vary significantly in Hayti. Safeguarding practices shall be implemented with cultural awareness and sensitivity while maintaining the Foundation's non-negotiable zero-tolerance standards. Cultural norms shall never be used to justify or minimize any form of abuse, exploitation, or harm.

9.4 Lakou Shiloh Specific Provisions

Given the residential nature of Lakou Shiloh, which provides permanent family-style care for orphaned children and isolated elders, the following additional safeguarding measures apply:

- a) All individuals residing in or regularly visiting Lakou Shiloh are subject to this policy in full
- b) All caregiving arrangements within Lakou Shiloh shall be documented and reviewed regularly by the Foundation's leadership
- c) Children and elders residing in Lakou Shiloh shall be provided with age-appropriate safeguarding education and shall be informed of safe reporting pathways
- d) Regular welfare checks shall be conducted to ensure the ongoing safety and wellbeing of all residents

9.5 Anba Pye Mapou A Specific Provisions

Given that Anba Pye Mapou A directly addresses child abuse prevention, survivor support, community awareness and education, the following additional safeguarding measures apply:

- a) All clinical and therapeutic partners engaged through Anba Pye Mapou A shall be required to demonstrate their own organizational safeguarding standards before engagement
- b) All survivor disclosures received through the Vwa Ou Konte component shall be handled by trained professionals in accordance with trauma-informed care principles
- c) Absolute confidentiality shall be maintained for all child survivors, and their identities shall never be disclosed without explicit consent

ARTICLE X: COMMUNICATION AND AWARENESS

The Foundation is committed to ensuring that all individuals associated with the Foundation are aware of this policy and their responsibilities under it. This policy shall be:

- a) Provided to all board members, staff, volunteers, and contractors upon joining the Foundation
- b) Published on the Foundation's website as a downloadable document
- c) Referenced in all volunteer agreements, contractor agreements, and partnership arrangements
- d) Reviewed with all relevant personnel during safeguarding training

ARTICLE XI: MONITORING AND REVIEW

The Board of Directors shall review this policy annually and update it as necessary to reflect changes in applicable law, best practices, organizational growth, or lessons learned from safeguarding incidents or investigations. The Foundation is committed to continuous improvement of its safeguarding practices in response to evolving standards and the growing needs of the communities it serves.

ACKNOWLEDGMENT AND AGREEMENT

I, the undersigned, acknowledge that I have received, read, and understood the Safeguarding Policy of Miyka'el Foundation, Inc. I agree to comply with all requirements of this policy in connection with my role with the Foundation. I understand that any violation of this policy may result in immediate removal from my role and potential legal action.

Name: _____

Title/Role: _____

Signature: _____

Date: _____

This policy was adopted by the Board of Directors of Miyka'el Foundation, Inc.

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