

Terms of Reference Child Protection Sub-Working Group Jordan

Background

A considerable number of children have experienced direct and indirect forms of violence in Syria or other refugee countries. The main Child Protection risks for children in Jordan include child marriage, child labour, children experiencing violence, abuse or neglect, including sexual and gender based violence, family separation; children at heightened risk of abuse and neglect with disabilities, children in conflict with the law, and children who have been exposed to trauma and psychosocial distress.

The Child Protection Sub-Working Group (CP SWG) was established in 2012 to coordinate emergency response activities by humanitarian workers designed to prevent, identify and respond to child protection risks for refugee girls and boys in Jordan. The CP SWG is a sub working group to the Protection Working Group with direct reporting requirements.

Objective

The CP SWG is a coordinating body with the objective to strengthen and harmonize both emergency and ongoing child protection (CP) interventions for boys and girls affected by the Syrian crisis in Jordan, with a particular focus on unaccompanied and separated children (UASC), the worst forms of child labour, children with disabilities, violence against children and children in conflict with the law.

Child Protection Definitions

Generally, the term 'child protection' refers to preventing and responding to violence, exploitation and abuse against children – including commercial sexual exploitation, trafficking, child recruitment, child labour and harmful traditional practices, including early marriage. Child protection is a special concern in situations of emergency. Many of the defining features of emergencies – displacement, lack of humanitarian access, breakdown in family and social structures, violence, weak governance, absence of accountability and lack of access to basic social services – create serious child protection problems. The CP SWG has adopted the definition of Child Protection in Emergencies as 'the prevention of and response to abuse, neglect, exploitation of and violence against children in emergencies' as agreed by the Global Child Protection Working Group June (2010), the Minimum Standards for Child Protection in Humanitarian Action (2012) and the UNHCR Child Protection Framework (2012):

- Global Child Protection Working Group: Minimum Standards for Child Protection in Humanitarian Response. 2012, available at: <http://cpwg.net/minimum-standards/>
- UN High Commissioner for Refugees (UNHCR), A Framework for the Protection of Children, 26 June 2012, available at: <http://www.refworld.org/docid/4fe875682.html>

Other key reference documents include:

- United Nations Children's Fund (UNICEF). Core Commitments for Children in Humanitarian Action. 2010. Child Protection Commitments, p. 32-35, available at http://www.unicef.org/publications/files/CCC_042010.pdf
- Interagency Guidelines for Case Management and child protection, available at: http://www.cpcnetwork.org/wp-content/uploads/2014/08/CM_guidelines_ENG_.pdf.
- International Rescue Committee and UNICEF. Caring for Child Survivors of Sexual Abuse in Humanitarian Settings: Guidelines for health and psychosocial service providers in humanitarian settings. 2012, available at http://www.unicef.org/pacificislands/IRC_CCSGuide_FullGuide_lowres.pdf
- UN High Commissioner for Refugees, Refugee Children: Guidelines on Protection and Care, 1994, available at: <http://www.refworld.org/docid/3ae6b3470.html>

- Guidelines on Gender-Based Violence Interventions in Humanitarian Settings: https://interagencystandingcommittee.org/system/files/legacy_files/guidelines_for_gender_based_violence_interventions_in_humanitarian_settings_english.pdf
- National Framework for Family Protection from Family Violence, NCFV, 2016.

Guiding Principles & Approaches

A child protection systems approach should include actions for duty bearers at all levels – family, community, national and international – to mitigate and respond to the protection risks children are facing.¹ This recognizes that all actors facilitate factors for building or strengthening national and community-based child protection systems, and are committed to strengthening other national associated systems and sub-systems such as education, health and social welfare etc.

State actors and partners will prioritize the protection of children and provide immediate support to their well-being and development, with a view to ensuring durable solutions to their problems as soon as possible. Timely services, interventions and decisions in children’s best interests are essential, as is ensuring that all interventions take into account the different protection needs and capacities of girls and boys and their families.

The following guiding principles are adopted by the CP SWG:

- State responsibility
- Urgency
- Non-Discrimination
- Do not Harm
- Partnership
- Family and community-based approach
- Child Participation
- Best Interest of the Child
- Age, Gender and Diversity
- Accountability

Structure of the CP SWG

The CP SWG is a Sub-WG of the Protection WG. The Sub-Working Group will meet every second Tuesday of the month. Extraordinary meetings and ad-hoc task forces are created by the chairs and at the request of members of the Sub-Working Group, or as per urgency and prioritisation of interventions on a national and sub-national level as they arise. These ad-hoc Task Forces report to the national CP SWG. Task Forces report to the CP SWG including the CPIMS Task Force and other temporary task forces, e.g. on child labour, school violence or child marriage

A draft agenda is circulated to members of the CP SWG not later than two days before the regular monthly meeting, giving the members the opportunity to suggest additional items for discussion. Draft minutes are circulated within a week of the meeting.

Field based Sub Working Groups

Field based Sub Working Groups report to the national CP SWG. These field based groups currently consist of a Za’atari CP/SGBV Sub Working Group, Azraq CP/SGBV Sub Working Group, Irbid Coordination Meeting as well as Mafraq Coordination Meeting. Currently, discussions are being held around the Amman and South Coordination structures.

¹ Child Protection Working Group. Child Protection Systems in Emergencies: A Discussion Paper. 2010. <https://resourcecentre.savethechildren.net/sites/default/files/documents/1969.pdf> [04 March 2019]

Linkages with other working groups/bodies

The CP SWG liaises through focal points with the Protection WG, the GBV SWG, the Mental Health and Psychosocial Support WG, the Health WG, the Education WG and all other sectorial coordination groups.

Key Tasks of the CP SWG

1. Improving co-ordination and information sharing

- Identify trends and emerging issues and coordination in interventions with other sectors.
- Ensure that appropriate partners are continuously engaged in working group meetings, activities and information-sharing.
- Develop and maintain a training information matrix for national and international NGOs as well as for governmental actors.
- Maintain sector information contained on the UNHCR data website, including by ensuring the regular updating of 5W matrices and Protection Dashboards, and the development of other information management tools in accordance with other inter-agency information management and reporting tools.
- Update the ToR on an annual basis, or when needed if there is a change in the context.
- Develop a Strategy and a Work Plan and revise them once a year or when needed and share the work plan with members as well as the Inter Sector Working Group.
- Coordinate monitoring and evaluation including sharing and harmonizing tools and reporting on sector results.
- Conduct regular mapping of the key areas related to CP prevention and response.
- Undertake regular briefing notes as necessary.

2. Data collection and inter-agency case management systems

- Collect data on the incidence of reports of violence and neglect against girls and boys and the responses, facilitated by the use of agreed upon Information Management Systems.
- Review and consolidate existing assessments on the CP situation and/or work with relevant agencies and the refugee and host populations to conduct relevant participatory assessments on CP.
- Distribute regular and consistent reports to all stakeholders to keep them informed about the nature and extent of CP issues, activities undertaken and results achieved.

3. Child Protection funding

- Update mapping of partner activities with a view to identify gaps and propose projects to address prioritized needs.
- Develop inter-agency fundraising appeals such as the 3RP.
- Explore other sources of funding and follow up with identification, and contact building with relevant donors.
- Represent the CP SWG in donor fora and inter-agency funding mechanisms (e.g. ERF, RRP).
- Provide necessary information to CP partners about funding opportunities, requirements and processes (ERF, CERF, RRP, etc).
- Prioritize pooled funding proposals according to sector priorities as appropriate (e.g. ERF and RRP).

4. Mainstreaming CP into other sectors

- Regularly participate in various sector meetings to advocate for CP concerns as appropriate, ensuring that assessments, strategies and work plans include issues related to CP.
- Enhance the participation of other sectors in the CP working group.
- Monitor and assess services provided to children to identify child protection risks and provide recommendations accordingly.
- Make periodic presentations in various fora such as Sector co-ordination meetings, the ISWG and the Inter-Agency Task Force.

5. Support the implementation of the Standard Operating Procedures (SOPs) and Referral Pathways

- Periodical review of the national CP and GBV SOPs in collaboration with relevant actors.

- Monitor the implementation of SOP for all actors involved in CP response.
- Monitor the implementation and updating of the referral pathways to ensure the referral system focuses on providing prompt and appropriate services to children.

6. Building capacity of CP partners and CP Mainstreaming

- Promote the application of relevant national and international standards (national protocols, existing policy guidance, etc.).
- Conduct trainings and workshops on CP SWG members and members of other working groups, including refugee and host communities.
- Support the capacity building of relevant stakeholders and service providers to undertake child protection in emergencies work consistent with the CP SWG priorities, including through the exchange of information, expertise and training on child protection.
- Work with partners to develop and/or revise CP materials in accordance with the local context and implement relevant joint training sessions for child protection and multi-sectoral prevention and response.

7. Advocacy

- Support community mobilization, behavior change activities and develop\revise IEC materials.
- Sensitize and advocate for specific actions for CP activities with local and national authorities.
- Sensitize and advocate for specific actions for CP with international bodies (e.g. SRSs and Special Rapporteurs).
- Develop joint advocacy messages in coordination with the Advocacy WG, liaising with other sectors on cross-cutting issues.

Membership and responsibilities

The members of the CP SWG include national/local NGOs, national authorities, UN agencies, INGOs, as well as donors. The CP SWG co-chairs will brief interested agencies on the Terms of Reference, Work Plan and the Strategy for the sub-working group, in addition the roles and responsibilities of the members.

Responsibilities of CP SWG members include:

- Coordinate planning and assessments with all other actors to avoid duplication and address gaps, including geographical and programmatic gaps.
- Regularly attend meetings and share information about activities, trends in child protection concerns facing girls and boys, and challenges encountered in the field.
- Actively participate in the activities of the working group, including leading and or participating in specific activities of the coordination group and development of common tools and approaches.
- Designate focal points for managing communication from and to the group (e.g. data request).
- Agree to follow guiding principles for ethical child protection programming.

Leadership and responsibilities

The CP SWG in Jordan is co-chaired by UNICEF and UNHCR. The coordinating agencies have equal tasks and responsibilities at all times.

The coordinating agencies are responsible to:

- Ensure the smooth running of the CP SWG and support co-ordination efforts in the field, and facilitate final endorsement of CP SWG strategies and activities.
- Share regular information, analysis and tools to enhance CP coordination and ensure members are kept abreast of child protection concerns on the national level.
- Identify existing service gaps and opportunities for programming and funding.
- Promote close and effective collaboration with members and leadership of other working groups by encouraging participation, convening regular meetings, promoting coordination and information sharing among key actors.

- Brief members on sector and inter sector related concerns.

Government involvement

One of the core priorities of the CP SWG is to strengthen the role of national governmental and non-governmental agencies. The National Council for Family Affairs (NCFA) acts as a link between the humanitarian focused CPSWG and the national Family Protection Team, and facilitates communication at the national level, provide the CPSWG with available or planned national strategies and work plans, changes in roles or policies or regulations at a local level, provide updates on urgent national protection issues; networks, data bases, training and funding opportunities. The CP SWG provides regular reporting on its activities to the national Family Protection Team (via the NCFA),

Reporting

- The Protection WG in Amman is the primary body for development and coordination of protection strategies in Jordan. The CP SWG co-chairs will participate in Protection WG meetings and regularly report on all developments related to Child Protection issues.
- The CP SWG reports issues of concern to the Protection WG, keeping the UNHCR and UNICEF Representatives informed, and ultimately report to the Inter-Agency Task Force (which is chaired by the UNHCR Representative).
- INGO- Interagency coordination body co-chairs will be represented in the CP SWG in Amman.
- The Field Based SWGs report to the Amman based CP SWG.
- Task Forces report to the CP SWG.

Revisions

The ToR will be reviewed once a year. However, the ToR is a working document and may be revised and updated to meet the needs of all members by agreement of the majority of the members.

For further information regarding the CP SWG please contact:

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