

Child protection policy

ÓNTE Ópusztaszer National Heritage Park
Public Benefit Non-profit Ltd.

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The mission of the Heritage Park

The Ópusztaszer National Heritage Park Public Benefit Non-Profit Ltd. (ÓNTE) is a site of significant importance in Hungarian history. It provides a place and an opportunity for Hungarians to meet. It is a place of pilgrimage and a link between Hungarians living beyond the borders and those living in the motherland. It preserves our national values and traditions, conveys them to the Hungarian people, and thus serves to preserve and strengthen national consciousness in harmony with European values. As the holder of the Family-Friendly Service Provider trademark, ÓNTE pays special attention to creating a service environment that takes the needs of families, and children in particular, into account as much as possible. ÓNTE – based on the Code of Ethics of ÓNTE Nonprofit Ltd. developed in accordance with the regulations of MNV Zrt. and the principles of the ICOM Code of Ethics for Museums applicable to museum exhibition venues – operates and communicates in an ethical and professional manner, and offers visitors a variety of experiences in the fields of historical and cultural reflection and remembrance, education, entertainment, and knowledge sharing, with the involvement of Hungarian communities preserving traditions both at home and abroad.

Statement on non-discriminatory treatment

The ÓNTE excludes discrimination based on race, ethnicity, skin colour, origin, nationality, religion, immigration status, gender, sexuality, gender identity, gender expression, sexual orientation, family/parental status, marital status, age, physical or mental disability, financial and socio-economic status, language, or other legally or constitutionally protected characteristics or affiliations. Any form of discrimination undermines the community's efforts to create equality, inclusion, and acceptance.

The Heritage Park's involvement

The ÓNTE offers numerous museum education programs, guided group tours, traditional dance and music programs, and unique activities for children, students, young adults, teachers, museum professionals, and all visitors to the Memorial Park on special program days held throughout the year.

The target groups for the museum education programs can be divided into different age categories: there are craft and storytelling sessions available for children as young as 5 years old, educational sessions developed specifically for the 10-18 age group, and museum education sessions offering a lasting experience that are available to anyone from school age onwards.

The ÓNTE welcomes school classes and excursion groups with activities that are coordinated with the National Core Curriculum and adapted to the knowledge base of the various fields of education. In most cases, it is difficult or impossible to incorporate demonstration, experiential learning, and learning through play into the classroom

setting during school teaching and education. For this reason, we have designed our programs to provide opportunities for all of these in the Heritage Park. We believe it is important that the knowledge imparted not only provides raw information, but also gives visitors - whether children or adults - a real experience and leaves returning visitors with fond memories.

Thanks to its unique features, ÓNTE provides an excellent venue for holding unusual lessons and theme days, as well as for the joint development of key competencies. In the case of group tours and individual programs, professional supervision or professional guidance is provided for children, taking into account the size of the groups.

Child protection and legal framework

ÓNTE's child protection policy is based on the following legal framework:

- The aim of the Convention on the Rights of the Child, adopted by the UN General Assembly on November 20, 1989, which Hungary has ratified and accepted as binding, is to ensure the protection of children from all intentional or unintentional acts that pose a threat to them or cause them actual harm.
- Act XCII. of 2015. on the promulgation of the Council of Europe Convention on the Protection of Children against Sexual Exploitation and Sexual Abuse and on the amendment of certain acts in connection therewith;
- Act XXXI. of 1997. on the protection of children and guardianship administration;
- Fundamental Law of Hungary;
- Act C. of 2012. on the Criminal Code.

Legal definition of "child":

According to the UN Convention on the Rights of the Child, a child is a person under the age of 18, unless the applicable laws define adulthood at an earlier age. This regulation is in line with the Hungarian Criminal Code, which defines a child as a person under the age of 18. According to the Hungarian Criminal Code, if a child is under the age of 16, their legal declarations are valid only if the person exercising parental authority over the child has given their consent or permission.

The child protection system:

Protection refers to the set of policies, procedures, and practices designed to actively prevent harmful mental and physical behaviour and abuse against vulnerable groups.

Harmful behaviours:

According to the World Health Organization, "child abuse" or "maltreatment" refers to physical and/or emotional abuse, sexual abuse, neglect or negligent treatment, or commercial or other exploitation, in which the child's health, life, development or

human dignity is endangered or actually or potentially harmed in a relationship with a person based on responsibility, trust or other power relations.

Child Protection Policy

ÓNTE aims to maintain the family-friendly, child-centred, safe, and civilized environment it has created through continuous and meaningful cooperation with children, their families, communities, and all their representatives.

The child protection policy and procedures, as well as the ÓNTE Code of Ethics, form the basis for safe program organization standards, the primary purpose of which is to prevent harm and abuse, and then to report and address concerns when they arise.

Some of ÓNTE's museum education programs are organized by age group. Most museum education activities are in line with the curriculum for different school age groups, national education standards, and regulations. The age groups defined by ÓNTE are binding for schools and parents participating in the educational program when applying for museum education activities. All ÓNTE programs are designed to provide maximum safety for all age groups and to ensure that the activities are appropriate for the social and emotional abilities and skills of children in a given grade and are aligned with the school curriculum for that age group.

The safety of children has a paramount importance to ÓNTE. The institution is responsible for ensuring that its employees do not expose children to any risk of injury or abuse.

In order to ensure maximum protection for children, ÓNTE has adopted a child protection policy, which sets out the following specific rules:

- the risk of harm, abuse, or exploitation of children during or as a result of activities carried out by ÓNTE must be minimized;
- Special attention must be paid to children and child protection when planning and conducting museum education activities and other individual activities.
- Both ÓNTE staff and other persons participating in ÓNTE projects and activities must be made aware of the importance of child protection and child protection rules and the importance of complying with them.

ÓNTE staff members shall perform their work in accordance with the spirit of the organization's founding documents and shall comply with the provisions of the ÓNTE Code of Ethics and the additional provisions and rules set out in the ÓNTE child protection policy.

It is the responsibility of ÓNTE to make all employees and contributors aware of the need to protect children and of the practical and professional rules for damage prevention and mitigation that ensure their protection. ÓNTE develops appropriate rules and procedures for its employees and provides training and guidance to ensure the protection of children.

The purpose of the policy is to provide multi-level, structured protection for children

participating in various programs. The provisions of the policy cover all issues that are critical to the safety and protection of children. Accordingly, the child protection policy follows the following principles:

- All children have an equal right to protection.
- All measures related to child protection must be taken in the best interests of the child. During the programs, staff members are required to ensure the fundamental rights of children and to protect them from harmful behaviour and other dangers.
- All employees are responsible for the protection of children and must comply with the provisions of the child protection policy at all times in the performance of their work and duties.
- The child protection policy is binding on all those who perform their duties as employees, as well as on ÓNTE's contractual partners.
- The ÓNTE child protection policy is public and accessible to everyone, but the institution is obliged to pay special attention to training, counselling, and education related to protection.
- ÓNTE operates in a transparent and preventive manner when it recognizes situations that are harmful to children in a timely manner and emphasizes the priority of child protection within the organization at all times.

ÓNTE ensures the protection of children in the manner specified in the following points:

- in order to minimize the possibility of abuse and to establish appropriate treatment of children, it has adopted a child protection policy and developed specific regulations within it;
- ensures that its employees working with children are fully familiar with the child protection policy and the regulations contained therein, and receive appropriate training to comply with them;
- information on protection and best practices is shared with employees and contractual partners;
- ÓNTE treats children as a priority through continuous supervision, support, and training of staff; appoints a child protection officer who regularly monitors and periodically reviews rules, procedures, guidelines, and practices relating to children;
- minimizes the risk of harm, abuse, or exploitation of children in the course of or as a result of the organization's activities, with particular regard to the following behaviours:
 - physical or psychological violence against children;
 - any behaviour that adversely affects the harmonious and balanced social and relational development of children;
 - behaviour that may be dangerous or harmful to the child;
 - the use of offensive or inappropriate language or behaviour towards the

- child;
 - establishing or maintaining unnecessary interpersonal relationships with children;
 - establishing or maintaining unnecessary interpersonal relationships with children during museum education activities via online or social media (e-mail, chat, social networks, etc.) in connection with or outside of educational activities
 - communicating violent content or using violent methods when teaching children;
 - any form of discrimination against children.
- It establishes basic rules of conduct and prohibited practices for employees who come into contact with children (Annex 1), which are not exhaustive and should be applied appropriately according to the employee's job description and the nature of their contact with children.
- As part of the child protection policy, typical signs of child abuse are published, which helps employees to recognize child abuse (Annex 2).

In order to promote the well-being of children and prevent them from being put at risk, ÓNTE sets out its protection objectives as follows:

- respect for children's rights,
- creating an environment that is safe and welcoming for children, with the following legal guarantees:
- promoting the health and well-being of children within the ONTE environment, ensuring safe participation in any program;
- maintaining a cultural community based on openness and acceptance;
- developing children's skills and competencies;
- avoiding the dissemination of educational materials that are unsuitable for children;
- minimizing the use of information, events, and images (such as photographs, videos, and social media) related to children, and avoiding their inappropriate use.

Procedural rules for the protection of children

Procedural rules for employees

The management of ÓNTE ensures that:

- the utmost care is taken in the selection and recruitment of staff, who are made aware of the rules relating to child protection and whose compliance with these rules is regularly monitored;

- staff working with children receive ongoing training on child protection issues;
- its employees are responsible for familiarizing themselves with the basic rules set out in the child protection policy and applying them in practice, and for acting in accordance with the policy in the event of an incident involving harm to a child;
- its employees are responsible for being aware of the possible signs of child abuse and, if they notice any, for reporting them immediately to the child protection officer;
- school principals, educational group leaders, other persons in a contractual relationship with the institution, and other interested parties receive adequate information about the organization's rules and procedures regarding child safety;
- the child protection policy is reviewed annually and updated as necessary, with the involvement of employees, based on relevant experience and any changes in legislation;
- the child protection policy is communicated to all employees after its adoption and its application is made mandatory;
- make the policy available electronically on the organization's website.

Appointment and duties of the child protection officer

- As part of ÓNTE's child protection policy, the managing director of ÓNTE is responsible for appointing a child protection officer, who is selected on the basis of their educational qualifications and professional experience and knowledge.
- The main task of the child protection officer is to ensure that the organization operates in accordance with the requirements set out in the child protection policy and to be responsible for the ongoing monitoring of the implementation of the policy.
- The officer is responsible for ensuring that employees understand the child protection policy and related procedures. They supervise compliance with and enforcement of child protection rules. In the event of a violation of the policy, the officer notifies the managing director of ÓNTE.
- The officer also checks compliance with child protection guidelines at external organizations or institutions, as well as during on-site activities, ensures that reports are handled in accordance with the rules, and informs external organizations about ÓNTE's current child protection rules.
- Other tasks of the officer include organizing the orientation and training of new internal staff members.

Handling child protection incidents

- Any employee who observes any harmful act, child abuse, or endangerment of children that violates the rights and dignity of children is required to immediately

report it to the child protection officer.

- The child protection officer shall investigate the report, consult with the parties concerned and, if the report is well-founded, draw up a report on the child protection incident within three working days and forward it to the managing director.
- The managing director, in consultation with the child protection officer, develops and implements an action plan for handling the child protection incident and, if necessary, makes the appropriate reports to the authorities.

Recruitment and training

- ÓNTE is committed to complying with the safe recruitment and selection procedures set out in child protection procedures.
- The child protection officer shall ensure that employees and contractors responsible for providing services to children receive appropriate training and/or information on child protection rules.
- The child protection policy is available to all employees on the organization's website and in printed form at the secretariat.

GDPR policy relating to child protection

ÓNTE collects and processes data from users in accordance with the relevant data protection rules and the GDPR regulations in force.

- With regard to data collection, children enjoy special protection with regard to their personal data, as they may be less aware of the risks, consequences and guarantees relating to their personal data, as well as their rights in relation to the processing of personal data.
- In the case of children under the age of 16, the processing of children's personal data is only lawful if and to the extent that consent has been given or authorized by the person exercising parental authority over the child.

Ópusztaszer, September 1, 2025.

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Péter Kertész

Managing Director

1. Annex – Code of Conduct

Conduct to be followed:

- Be aware of what constitutes child abuse and exploitation (these are listed in the child protection policy).
- Recognize the signs of abuse (Annex 2.) and immediately report any suspicious observations to the child protection officer.
- Make sure you know who the child protection officer is. Follow the instructions of your superiors and the reporting procedures.
- Treat all children equally: be open, accepting, and involve all children without discrimination.
- Comply with the expected standards of personal and professional conduct.
- Protect your own and others' health, safety, and well-being.
- Be aware of high-risk social situations (e.g., unsupervised mixing of older and younger children and the potential for discrimination against minors) and the possibility of social abuse.
- Be aware of how your language, actions, and interactions with children may be interpreted.
- Encourage and respect children's opinions and perspectives. Restrict children's access to inappropriate electronic material and/or do not expose them to such material.
- Always respect the confidentiality of children's personal information.
- Obtain written consent from the child and parent/guardian when taking photographs, filming, or requesting personal information.
- Ensure that at least two adults are present during meetings with children.
- Investigate any reports made by children.

Prohibited behaviours:

- Any form of sexual activity with children is prohibited.
- Do not perform activities for children that they can do themselves (e.g., dressing, washing).
- Do not discriminate against, shame, humiliate, or disparage children. This includes anything that could be considered emotional abuse (e.g., using language that mentally or emotionally abuses the child, or telling stories/showing pictures that mentally or emotionally abuse the child).
- Do not hit or physically abuse participants.
- Do not behave in a manner that could be considered abusive or that could expose others to the risk of abuse.
- Do not tolerate violations of the child protection policy by others, including employees, contractors, etc.
- Do not allow children to play sexually provocative games with each other.

- Do not suggest any inappropriate behaviour or relationships to children.
- Do not take photographs, film, or request personal information unless it is necessary for the organization's activities and you have the consent of the person exercising parental authority over the child.
- Do not misuse children's data (including, for example, social media accounts, email addresses).
- Never promise confidentiality to a child.

2. Annex – Signs of abuse

Physical abuse:

- Bruises, burns, sprains, dislocations, bites, cuts
- Unlikely explanations for injuries
- Refusal to discuss injuries
- Avoiding physical contact
- Covering arms and legs in warm weather
- Unwillingness to participate in physical activities that require changing clothes (e.g., sports)
- Fear of returning home or contacting parents
- Caution or distrust of adults
- Self-harming tendencies
- Aggression towards others
- Very passive and obedient behaviour

Emotional abuse

- Delayed physical, cognitive, or emotional development
- Severe anxiety
- Self-harm, such as cutting or scratching
- Delayed speech or sudden speech impairment
- Fear of new situations
- Isolation from peers
- Low self-esteem
- Inappropriate emotional responses to situations
- Extreme passivity or aggression
- Drug or alcohol addiction
- Chronic running away
- Compulsive stealing

Neglect

- Frequent hunger
- Collecting food scraps from trash cans or plates, or stealing food
- Poor personal hygiene
- Constant fatigue
- Inappropriate clothing, e.g., summer clothes in winter
- Frequent tardiness or absenteeism from school
- Untreated health problems
- Low self-esteem

- Poor social relationships
- Poor language and communication skills for their age
- Compulsive stealing
- Drug or alcohol addiction

Sexual abuse

- Sexual behaviour or language that is inappropriate for their age
- Bedwetting or wetting
- Anal or genital pain
- Sleep or concentration problems
- Fear of being around adults
- Excessive risk-taking in adolescents

Possible warning signs of abusive behaviour by adults

- If the child's behaviour changes significantly in the presence of the adult, for example, becoming withdrawn, fearful, anxious, or agitated.
- If the adult asks the child to lie or keep secrets.
- If the adult seriously violates the organization's child protection policy.
- The adult initiates personal, email, or telephone contact with the child.

3. Annex – Contact details of the child protection officer

Dr. Róbert Károly Kiss

Position: deputy director

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