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CHILD SPONSORSHIP POLICY

1. Introduction

- 1.1 Child sponsorship is an important part of Building East Timor Through Education/ Resources ("BETTER") fundraising and marketing campaigns, and BETTER is committed to ensuring that it is carried out in an ethical manner.
- 1.2 This sponsorship assists in providing quality educational opportunities to children.
- 1.3 This policy applies to the Board Directors, permanent or casual employees, suppliers, visitors, sponsors, donors, as well as volunteers and interns at BETTER ("Personnel"), whether based in Australia, Timor-Leste or elsewhere.
- 1.4 This Policy should be read in conjunction with our Child Protection Policy, Privacy and Confidentiality Policy, Control of Funds and Resources Policy, and Complaints Management Policy (all found on our website www.bettertimor.org).

2. Purpose

- 2.1 The purpose of this Policy is to outline the principles and actions involved in the participation, child selection, communication, monitoring and evaluation of BETTER's sponsorship program.

3. Principles

- 3.1 BETTER will keep respect for privacy, dignity and human rights of sponsors, sponsored children and their families at the heart of its child sponsorship program.
- 3.2 BETTER will work actively with sponsored families and their communities to ensure that there is full understanding of and support for sponsorship projects.
- 3.3 Local cultures, traditions and laws will be at the forefront of decision-making by BETTER when planning programs and projects in Timor-Leste related to sponsorship.
- 3.4 BETTER is committed to the safety and wellbeing of all children who participate in the sponsorship program.

4. Participation in Sponsorship

- 4.1 All families and children enrolled in a BETTER school are eligible for the sponsorship program.
- 4.2 Although certain children or classes will be sponsored, sponsorship contributions will be combined with those of other sponsors to benefit the entire school community. This allows sponsorships to provide a steady stream of funding for long-term educational solutions.
- 4.3 Families and their children will be informed about the sponsorship program upon enrolment into a

BETTER school, and will be given the opportunity to ask questions.

- 4.4 Children will only join the sponsorship program once their parents or responsible guardian has provided written consent. Once they reach secondary school, the children themselves will be asked to give consent.

5. Sponsorship Program

- 5.1 Sponsors will be paired with a child via a number of options, including by nominating a preference based on a brief profile of a child, or asking BETTER to make a recommendation based on need, waiting time and perceived compatibility.
- 5.2 Sponsors will receive periodic correspondence from BETTER regarding the wellbeing and progress of their sponsored child and their community, as well as the projects to which they have access. Sponsors must not re-share or republish a child's photo or creative work unless it has already been publicly shared by BETTER.
- 5.3 Sponsors may only communicate with their sponsor child through the BETTER Child Sponsorship Coordinator ("Coordinator"). All correspondence is reviewed by the Coordinator and deemed appropriate or inappropriate.
- 5.4 Should a sponsor wish to visit their child in Timor-Leste, they will need to contact the Coordinator and satisfy the necessary background checks. If the visit is approved, the visit will take place on school grounds only, under staff supervision.
- 5.5 Marketing and photography involving sponsored children will be undertaken in accordance with our Child Protection Policy.
- 5.6 The personal information of beneficiaries, children and sponsors will be handled in accordance with our Privacy and Confidentiality Policy.

6. Use of Sponsorship Funds

- 6.1 All funds and resources generated through child sponsorship will be used for the purposes outlined by BETTER in its communication to sponsors and accounted for in a manner consistent with our Control of Funds and Resources Policy.
- 6.2 BETTER will be transparent in its published accounts about the classification of expenditure and costs of communications between sponsors and sponsored families.
- 6.3 Money received from the sponsorship program will only be used for operational expenses (OPEX) and not for capital expenditure (CAPEX).
- 6.4 The impact of sponsorship programs will be assessed by BETTER via its internal monitoring and evaluation procedures. During the monitoring and review the voices of all stakeholders, including the children where possible, will be considered:

7. Complaints Management

- 7.1 Any person involved in sponsorship arrangements may raise a concern about this policy or actions taken in relation to it via our Complaints Management Policy.

- 7.2 BETTER will investigate all reports promptly and take appropriate action where breaches are confirmed.
- 7.3 Any Personnel or sponsor found to be in breach of this Policy shall be subject to applicable sanctions, including removal from the program without refund.
- 7.4 Whistleblowers will be protected from retaliation in accordance with our Whistleblower Protection Policy.