**Sponsors visit guidelines**

1. **Introduction**

Noble Action Holistic Development (NAHD) is an indigenous Non- governmental Ethiopian Residents Charity organization working on identified objective on its onset. ***Noble action*** *literally means* ***“good deeds”.*** **Noble Action holistic development as a charity organization** would therefor represent an unconditional determination and a genuine attempt to understand needy groups and try to provide them with necessary assistance and support to meet their physical, material, psychosocial, spiritual and financial needs.

Among many projects we are implementing, sponsorship is instrumental to satisfy basic needs of the kids under our care. Sponsor and the sponsored child must have communicated their feelings though email and/or letters. In most cases sponsors are willing to visit their sponsored child. In this regard they must follow the rules and regulation set by the implementing organization.

1. **Foundational Statement of NAHD**

People in general have some inclination towards religions. *Bible* *in James 1:27* say *“Religion that God accepts as pure and faultless is to look after orphans and widows…”* This organization therefore, is founded “to serve most disadvantaged population groups specially children and their families regardless of their religious affiliation and ethnic backgrounds”.

1. **The Motto, Vision, Mission and Values of NAHD**

**Motto;** the motto of NAHD is **“To be a light”.**

**VISION;** vision of NAHD isto see **all rounded development** in the lives of target underprivileged children, youths, and women in particular and the larger community in general.

**Mission***;* NAHD lives **to transform** destitute children, orphans, youths, women and their families to good, healthy, and happy lives through developing their ability and enhancing their knowledge to tackle with difficulties.

**Core values;**

Noble Action Stewardship

Team work Honesty

Integrity Compassion

Respect for beneficiaries Trustworthiness

Stakeholder’s satisfaction Devotion

Behavioral excellence Educational Excellence

1. ***Guidelines***

We are very happy you decided to visit your sponsored child and hope you have an incredibly rewarding and memorable time. This visit will be something you and your sponsored child will both cherish and remember for a lifetime.

We have developed these guidelines to help our sponsors successfully deal with some of the unique issues involved in visiting children in different cultures, including appropriate child protection policies. Since the experiences of our visiting sponsors are varied, we realize that some of the guidelines will seem obvious or unnecessary, but we do ask for your understanding. We are concerned about avoiding the embarrassment that can result from unintentional violation of local norms and we also want to advise our visitors about our child protection standards.

1. **Child Protection Standards:**

Like other responsible child sponsorship organizations, we have adopted standards for the protection and safety of the children we work with. Most of those policies deal with employees of the local agency who have daily contact with the children, but a few apply to anyone coming into contact with the children, including visiting sponsors, our visiting board members and headquarters staff.

In accordance with those child protection standards, we do not allow unaccompanied visits. A staff member and member of the child’s family need to be present throughout the visit.

Unannounced and unsupervised contact with the sponsored child or the child’s family, even if the sponsor or their friends/relatives live in the same country, is not allowed. Visits must be coordinated through our staff. To maintain privacy and security, we also ask that sponsors not share personal contact information with the child or their family.

1. **Physical Contact:**

Cultures vary widely on the issue of physical contact. Please follow the guidance of our local staff to help avoid violating cultural norms. You are encouraged to ask our staff about local norms and any other questions about appropriate contact.

To make sure your child and his/her family are comfortable during your visit, we suggest you allow the child to maintain his or her personal space and, if inclined, to initiate contact such as hugging or holding hands.

In some countries there are some culturally unacceptable acts including:

* siting on one’s lap;
* Placing one’s hands on a child’s shoulder or head;
* Holding a child’s hand while walking or talking;
* Kissing a child.

In our case the above acts will be acceptable if and only if the child is the one to initiate these contacts.

1. **Clothing:**

While dress standards are different in each country modest clothing is always safe. Because of the different cultures we encounter in the field, we ask that sponsors dress conservatively during their visit. Most sponsors find jeans or khakis along with plain T-shirts or polo shirts to be both comfortable and appropriate. Visitors may encounter problems when wearing shorts, shirts with low necklines, halter-tops, miniskirts, and excessively tight clothing, and we advise that such items should not be worn.

When visiting Ethiopia, local customs require pants or skirts that fall below the knee. Due to cultural restrictions, shorts are discouraged especially in the countryside.

1. **Alcohol, Drugs and Smoking:**

We realize it is stating the obvious, but it is important that visitors not be under the influence of alcohol or drugs when visiting a sponsored child. We request that sponsors who smoke do so out of the presence of the child.

1. **Guests:**

Bringing a guest along on your visit is a great way to share the joys of sponsorship. We encourage bringing a friend or family member, but ask that all guests conduct themselves in an appropriate manner as their actions, including the way they are dressed, reflect upon our organization. Guests will be expected to comply with our guidelines and policies. Please remember that many cultures are very conservative about public displays of affection; we ask you to minimize overt displays of affection with any guest while visiting your child.

1. **Giving Gifts:**

Often, sponsors like to bring gifts to the visit, or purchase them during the course of the day. We encourage this. However, for a number of important reasons, we ask that all gifts be reviewed by a staff member before they are given to a child and his or her family. If you would like to donate to your sponsored child during your visit, please give your donation to responsible NAHD staff member. You will receive a follow-up letter once the donation has been used to purchase items for your sponsored child.

**A few gifts that cannot be allowed:**

**Cash;** please do not give cash of any amount to your sponsored family, as this can cause a number of problems for the family within the community once you have left.

**Clothing;** clothing items that are not age-appropriate or contain questionable designs or labels are not allowed. Feel free to ask our staff members if you have questions about whether a particular design or clothing style might create problems.

**Music**; containing profanity and/or blasphemy or other offensive language is not allowed.

Thank you for taking the time to read the Sponsor Visit Guidelines. We hope you enjoy your visit!

*I have read and will follow the Sponsor Visit Guidelines during my visits with my sponsored child (children).*

Name (please print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_