

## POLICIES FOR PREVENTION OF CHILD ABUSE

01/04/2015

\*The identity cards or valid passports of the children brought in by domestic or foreign guests will be checked by the front desk staff at the beginning of the stay and guests will be advised to keep these documents with them throughout the stay. In accordance with these documents, it is necessary to keep some records at the hotel, to fill out the forms and when necessary, notify the official authorities and security units of these documents by the hotel authority.

\*When there is a suspicious situation about the identity documents or passports brought by domestic and foreign guests during C / I (fake document, fake passport, surname, and image dispute), the front office manager will be informed, and the case will be followed up. The business manager in charge will be informed of the situation and detailed information will be requested from the person who brings the child if necessary.

\*When the guest who comes with the child is found in a disguise or in an unusual situation in his behavior, firstly the front office manager and KH department will be informed and these guests will be followed-up during the vacation.

\*Children's accommodation must be in the same room under at least one adult supervision. Guests staying at the hotel are prohibited from accepting visitors who do not stay at the hotel, even children.

\*The following issues related to children's rights;

- -Physical, verbal violence / abuse may be performed by aparent, caregiver or hotel employee.
- -To keep the children closed in the room for a long time
- -To keep them away from his/her parents alone
- -To force the children to make the adult work or to do without special conditions
- -Sexual abuse/pornography
- -Make them do some shady business
- -Using them for prostitution

If any of these issues are encountered, employers and guests must notify the management or any superior immediately. Then, the security forces must be notified.

\*Guests that purchased accommodation services and the children with them must follow the rules established by the hotel and the laws and legislations established by the Republic of Turkey during their visit.