



THE ENGLISH COLLEGE IN PRAGUE  
ANGLICKÉ GYMNÁZIUM

# School safety and crisis plan

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## Introduction

The school safety and crisis plan describes procedures that would be applied in order to solve some crisis situations usually connected to a risky behaviour that can occur at school.

The aim of the crisis plan is to establish a procedure that all school staff need to follow in cases of a suspicion of occurrence or an occurrence of socially pathological phenomena among pupils.

The Safety and Crisis Plan is compiled in accordance with the Ministry of Education methodological guidelines and summarises the crisis situations and procedures that may occur:

- Methodological Recommendation on Primary Prevention of Risky Behaviour in Children and Youth (Document MSMT No. 21291/2010-28)
- Methodological guideline of the Ministry of Education, Youth and Sports on the solution of bullying in schools and school facilities (Document No. MSMT - 22294/2013-1)
- Methodological recommendation on the safety of children, pupils and students in schools and school facilities (Document ref. MSMT-1981/2015-1)

It is based on these laws:

- Act No. 359/1999 Coll., On Social and Legal Protection of Children
- Act No. 218/2003 Coll., On Youth Liability for Unlawful Acts and on the Judiciary in Youth Matters and on Amendments to Some Acts
- Act No. 200/1990 Coll., On Offences
- Act No. 140/1967 Coll., Criminal Code
- Act No. 167/1998 Coll., On Addictive Substances

The role of the school in these situations is only preventive and counselling, the investigation is carried out by the Czech Police. The school staff is familiar with the school's crisis plan, as well as parents and pupils of the school.

In order to prevent socio-pathological phenomena, attention should be paid to any changes in behaviour or welfare that occur with the individual or group at school.

Pupils' parents are regularly informed about the welfare and behaviour of their children and have the opportunity to request explanations and clarifications at any time of the assessment or solution procedures. They have the opportunity to contact the school head at any time and ask for a review of the situation.

In case of crisis situations, only the school management has the right to provide information to the media.

Primary prevention of risk behaviour among pupils in the competence of the Ministry of Education, Youth and Sports focuses on risk prevention, which is directed especially to the following risk manifestations in the behaviour of pupils:

## Educational Committee

- Headmaster - Dr. Nigel Brown
- Deputy Head Pastoral - David Brookes
- Deputy Designated Safeguarding Lead - Tereza Dneboská
- Deputy Designated Safeguarding Lead - Tony Emmerson
- Senior Tutor/Head of House
- Tutor

## Important contacts:

|                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Pedagogical and Psychological Counseling Center for Prague 9</b>                                            | U Nové školy 871, 190 00 Praha 9 - Vysočany, poradna@ppp9.cz                                                                                                                                                                                                                                                                                                    |
| <b>Police</b>                                                                                                  | <ul style="list-style-type: none"><li>• Prague 9 - Vysočany, Ocelářská 1360/33, 190 00 Prague 9, orp3.mop.vysocany.podatelna@pcr.cz, tel. 974 859 710</li></ul>                                                                                                                                                                                                 |
| <b>Children's Crisis Center in Prague</b><br><br><a href="http://www.ditekrize.cz">http://www.ditekrize.cz</a> | <ul style="list-style-type: none"><li>• to schedule an appointment: 241 484 149, 777 715 215, ambulance@ditekrize.cz</li><li>• immediate first aid without any appointment Tue, Wed, Thu 16:00 - 18:00</li><li>• non-stop trust line: 777 715 215, problem@ditekrize.cz</li><li>• risks of cyberspace: 778 510 510</li><li>• safety line: 800 155 555</li></ul> |
| <b>National Helpline</b><br><a href="http://www.linkabezpeci.cz">www.linkabezpeci.cz</a>                       | <ul style="list-style-type: none"><li>• non-stop line for children and youth: 116 111</li><li>• helpline for parents: 606 021 021</li></ul>                                                                                                                                                                                                                     |

## 1. Emergency situations

An emergency situation may arise from within the school or from outside sources.

### Information important for Integrated Rescue System:

- Date, hour, and location of the emergency
- Nature of the incident,
- Impact of the incident,
- Number of injured, dead or missing children and employees
- Measures already taken

### Important crisis numbers

- Integrated Rescue System: 112
- Police: 158
- Emergency: 155
- Fire Rescue: 150

### 1.1 Internal Emergency Situation

(e.g., fire, explosion, accident, intrusion of an unauthorised person, etc.)

The employee who discovers an emergency situation is obliged to **notify the Headmaster** or the most senior staff member present at school without undue delay.

### 1.2 External Emergency Situation

If information is received from an external source (by telephone, in writing, by email), even if the message is anonymous, the recipient is obliged to **inform the Headmaster** without undue delay.

The person receiving the report shall make a written record of the date and time the message was received, who sent it, and this record shall be kept for further proceedings. The record can be made on any paper.

#### **Headmaster or a Senior Employee:**

- Makes the decision whether it is necessary to **inform the police/emergency/fire brigade (Integrated Rescue System, IRS)** and if yes, then follows their instructions.
- Takes immediate decisions and **communicates the situation** to other employees and persons staying in the facility, and **orders evacuation** of the building if necessary.

### 1.3 Evacuation

Evacuation will be announced by the school radio. If the radio does not work, it will be announced by authorised persons, internal telephone or mobile phones. Evacuation takes place according to the **Fire Evacuation Plan**:

- Evacuated people gather in the designated area in front of the Fénix Shopping Center/Elektra building.
- The organisation of rescue work is organised by the school head, who cooperates with IRS units.

## 2 Intrusion of a Stranger into the School Premises

- Entrance to the school building is permitted only to employees, pupils, their legal guardians, and those responsible for bringing and picking up pupils.
- An employee at the reception monitors people who enter the building, identifies strangers, and requests information about the purpose of their visit. These persons can then be allowed to enter the building. They can only move around the building with a visibly placed tag.
- If a stranger is found on the school premises, an employee will ascertain the reason for the person's entry and immediately ensure that the person is permanently escorted until leaving the building. Supervision of pupils in the building is applied according to the duty schedule.
- Only the main entrance is used to enter the building. Other entrances are properly secured against the entry of unauthorised persons but can be used in the event of an emergency.
- Members of staff are forbidden to let any stranger inside the building. They must stop this person, ascertain the reason for their visit, and inform a senior member of staff. At the beginning and during the school year, all pupils are repeatedly instructed in the health and safety rules, including the prohibition of letting any stranger into the building, and how to behave if a stranger is present in the building.

- If there is a stranger in the building and there is reason to believe that this person is dangerous, the employee who discovers this is obliged to immediately notify the Police of the Czech Republic and then immediately notify the Headmaster. It is then necessary to wait until the patrol arrives and make the inspection of the building possible.

## **2.1 Active Attacker**

An active attacker is a person who, for various reasons, has a need to harm people around them. Their attack is unexpected and often very brutal.

### **Reaction in case of attack**

- Escape. Get out of range of the attacker.
- Lock yourself in a room.
- Built a barricade behind the door.
- Close the window blinds.
- Try to calm down. Calm others in the room.
- Mute mobile phones (keep device on). Turn off electronic devices in the room (PC, data projectors) - silence is important.
- Warn the others (via mobile, radio). Inform the school management immediately, providing as much information as possible.
- Call 158.
- Lie down on the ground, keep a distance from doors and windows.
- Do not respond to people outside the door! An attacker may appear to be a wounded and frightened pupil or a policeman.
- If all of the above steps have been performed and the attacker has entered the room anyway, do everything possible to protect yourself and others.
- Wait for the arrival of the police.

## **2.2 Terrorist Threat - Anonymous Announcement of a Bomb**

If an announcement is made via phone, the location and type of explosive should be recorded. If the notification of the bomb is communicated in writing or electronically, the document must be saved for further investigation.

### **Procedure:**

- Call the IRS (112), Fire Brigade (150), or the Czech Police (158).
- Initiate an immediate evacuation - evacuation will be carried out in the same way as in the case of fire (Fire Evacuation Plan).
- Do not touch any suspicious object.

## **2.3 Terrorist Threat - Receiving a Suspicious Parcel**

### **How to Identify a Suspicious Parcel:**

- Unexpected parcel from an unknown sender.
- Threatening text on the cover.
- The parcel has a smell.
- A parcel that contains powder or a suspicious item.

### **Procedure:**

- Do not move or empty the parcel.
- Leave the room, wash your hands with water and soap, and report the situation to the Fire Brigade (150) or the Czech Police (158).

### 3. Leakage of Hazardous Substances in an Accident

Any employee who notices an accident involving a leak of dangerous substances is obliged to report this immediately to the reporting office, an authorised employee, or to the HZS (150) line. If a pupil observes an accident with a leak of dangerous substances, they must report the situation to the nearest school employee, who will then report to the headmaster or the Fire Brigade (150).

#### Main Principles:

- Keep away from the accident site.
- Hide according to the instructions given.
- Close and seal doors, windows, and other openings.
- Turn off ventilation.
- Watch for information on the radio, TV, and local radio.
- Leave the school building only on instruction.

#### 3.1 Radiological Accident

##### In the Event of a Radiological Accident - Prepare:

- Respiratory protection: Water-moistened masks (handkerchief, towel, etc.).
- Head protection: Hat, scarf, or any covering that completely covers the hair and also protects the forehead, ears, and neck.
- Body protection: Jumpsuit, trousers, raincoat.
- Hand protection: Gloves, plastic bags, or wrapped with a piece of cloth.
- Foot protection: High boots.
- Iodine preparations (tablets) and individual protective equipment can only be taken and used based on a public call.

### 4. School bullying

**Characteristics:** *Bullying is any behaviour that intends to harm, threaten, or intimidate a pupil or a group of pupils. It is targeted and repeated. It includes physical attacks, blackmail, robbery, and damaging property; verbal attacks, slander, threats, and humiliation. It may also take the form of sexual harassment or abuse. Bullying can also manifest indirectly, such as demonstrative disregard and ignoring a pupil by other classmates. Often, all bullying participants, including victims, prevent it from being disclosed. Teasing and one-time aggression are not considered bullying.*

**Basic features:** *intentionality, repetition, aggression, and power disparity.*

#### Primary Bullying Prevention

Teachers systematically and consistently teach pupils about the principles of interpersonal relationships, including respect for the identity and individuality of others. They help develop positive interpersonal relationships and respect for others' lives. Teachers contribute to the prevention of classroom bullying, monitor the social climate in the classroom, and react promptly to inappropriate behaviour among children.

#### What Parents Can Do

Parents should report any suspicion of bullying to a tutor, another teacher, or a staff member. In cases of demonstrable bullying, parents may directly contact the Headmaster.

## **School Responsibility**

In accordance with Section 29 of Act No. 561/2004 Coll. on Pre-School, Primary, Secondary, Tertiary Professional, and Other Education, schools are obliged to ensure the safety and health of children, pupils, and students during all educational and related activities. They must also create conditions for their healthy development and the prevention of risky behaviour.

### **The school has a reporting obligation when bullying occurs in the following cases:**

- If bullying occurs during classes or related activities, the school is obliged to report this to the legal guardians of both the attacker and the victim.
- In the event of bullying that could indicate an offence or a criminal offence, the school informs the Police of the Czech Republic.
- The school must report to the authority for social and legal protection of children (hereinafter referred to as “OSPOD”) any facts suggesting that a child is at risk, either because someone else is threatening them or because they are threatening themselves.
- If parents refuse to cooperate with the school and repeatedly refuse to attend meetings, the school is obliged to notify the OSPOD.

### **Investigation of Initial Bullying**

- Estimating the severity of bullying and determining its form: Choosing a strategy and deciding whether the school will address the problem or refer it to a specialised institution.
- Designating the intervention team: Headmaster, Safeguarding Lead, Deputy Safeguarding Lead, Tutor, Senior Tutor, and potentially an external worker.
- Interview with informants and victims: The facts are accepted as reported, without doubt or mistrust. Statements should be recorded accurately, ideally in writing with the pupil's signature. Other pupils, especially aggressors, should not be aware of this step. There must be no direct confrontation between the offender and the victim.
- Informing parents about the investigation: This should be done formally, with mutual cooperation agreed upon.
- Finding suitable witnesses: Identify group members who will truthfully testify (select pupils who sympathise with, are friends with, or at least do not reject the victim, and pupils independent of aggressors who do not accept bullying standards).
- Individual or confrontational interviews with witnesses: Organise interviews so that others are not aware of them. There should be no confrontation between victims and aggressors.
- Victim protection: Increase supervision, and victims may also stay at home if necessary.
- Interview with aggressors or confrontation: This is the last step in the investigation and should occur after evidence is gathered. The goal is to stop the aggressors immediately, protect the victims and informers, and inform the aggressors of their actions. Confessions are not required.

- Education Commission - Decision on sanctions: A written record is made and signed by everyone. Possible sanctions following an investigation into bullying include:
  - Tutor warning
  - Tutor reprimand
  - Headmaster reprimand
  - 2 or 3 for behaviour of behaviour
  - transfer to another class
  - Transfer to another class
  - Conditional expulsion
  - Expulsion from secondary school
  - Advising parents to seek professional help (psychologist, PPP, etc.)
  - Submission of a report to OSPOD.
- Informing the police: In cases of more serious bullying.
- Informing legal representatives: Notify the legal representatives of all participants about the findings, conclusions, and sanctions.
- Working in the classroom: Publicly announce the punishment of aggressors. Address the traumas of those who witnessed the bullying but did not intervene.

### **Investigation of advanced bullying**

(e.g., sudden burst of group violence, school lynch)

- Immediate protection of the victim.
- Estimation of severity and form of bullying.
- Placing the victim in a protected environment: Ensure the victim is under adult supervision.
- Contacting parents: Parents should pick up their child and agree on the next steps.
- Coordinating with teaching staff: Agree on how to cooperate and investigate.
- Preventing aggressors from coordinating false testimony.
- Continuing assistance and support for the victim: Include consultation with a doctor if necessary.
- Reporting: It is likely that a crime was committed, so report to the police, parents, and OSPOD.
- Interview with the victim.
- Interviews with witnesses.
- Interview with aggressors or confrontation between aggressors.
- Education Commission: Determine appropriate actions and sanctions.
- Informing legal representatives: Notify the legal representatives of all involved parties about the findings and actions taken.
- Working in the classroom: Address the situation with the whole class.

### **4.1 Cyberbullying**

*Cyberbullying is a form of aggression that targets an individual or a group of people using information and communication technologies. It occurs repeatedly and can be perpetrated by the original aggressor or by other individuals—often referred to as “secondary attackers” (e.g., resharing, repeated commenting, etc.). One-off attacks, the impact of which is temporary, are classified as online harassment.*



Although cyberbullying is generally defined as an intentional activity, it can also occur unintentionally—for example, as an inappropriate joke that gets out of control in an online environment.

Cyberbullies may be anonymous, hiding behind a nickname, making it difficult for the victim to identify the aggressor. In the case of both anonymous and non-anonymous attacks, the perpetrator often fails to perceive the impact of their actions, does not see the victim's direct response to the attack, and is unable to assess the intensity of the attack.

#### **Good practice for a victim of cyberbullying:**

- Keep calm: Do not act hastily.
- Preserve evidence: Save and document all evidence of cyberbullying (e.g., SMS, email messages, chat messages, webpages). This evidence may be crucial for an investigation against the attacker.
- End communication with the attacker: Do not engage with the attacker, attempt to discourage them, threaten them, or seek revenge. The attacker aims to provoke a reaction from the victim.
- Block offenders and their content: Prevent the attacker from accessing the victim's account or phone number, and, if possible, block the tool or service used (contact the service provider if needed).
- Identify the offender: If it does not endanger the victim, try to identify the offender.
- Report the attack to adults: Confide in a trusted person, such as a teacher or parent. Contact the school and specialised institutions (e.g., PPP, Police, SVP, intervention services specialising in cyberbullying, psychologists).
- Do not be afraid to seek help from specialists: Reach out to specialised organisations, counselling services, or the Police of the Czech Republic.

#### **Addressing cyberbullying from a school perspective**

##### **Support the victim and ensure their safety**

- Calm the victim and offer support.
- Ensure that cyberbullying does not continue. Remove content from the Internet (e.g., delete videos that humiliate the victim, remove photos, block the offender's profile, etc.) This can be done in conjunction with an IT specialist, on-line service provider, service administrators, etc.

##### **Provide as much evidence as possible**

- Before deleting the material, it is necessary to provide sufficient evidence - make a snapshots, download the website to a local computer, provide a list of pupils who have become cyberbullying audiences (eg within a social network discussion group) - ideally with links on their profiles, try to identify the aggressor (eg through their friends).
- If it is not possible to identify the aggressors because the cyberbullying took place in a closed group, contact a professional institution (e.g., E-Bezpečí, Seznam se bezpečně! or the Police of the Czech Republic).
- Evidence will be used in the investigation, in communication with the parents of the aggressors and the parents of the victim, in the interviews with the aggressors, etc.
- Ensure the safety of witnesses by anonymizing evidence (e.g., removing the pupil's name from all documentation).

### **Always investigate the incident**

- All cases need to be thoroughly investigated. If the school is unable to investigate the incident, they can use the support of external institutions.
- Investigations include finding out where the incident took place, its duration, who was involved, its impact on the victim, and the technical means to stop the attack.

### **Inform parents**

- Inform the parents of both the victim and the aggressor about the incident.
- Notify parents of the steps taken by the school or explain if the specific case falls outside the school's jurisdiction (e.g., if it occurred outside the classroom and is not linked to school-related bullying).

### **Consult with other institutions**

- In some cases, consult with other institutions such as the school founder, the Czech School Inspectorate, and other relevant bodies.

### **Request a final verdict and information**

- After the investigation, obtain a final opinion from all involved institutions (e.g., Police of the Czech Republic, OSPOD, pedagogical-psychological counselling) and other stakeholders (e.g., parents).

### **Select appropriate measures**

- When disciplining aggressors, follow the school code.
- For less serious forms of cyberbullying, informal solutions may be appropriate, such as creating preventive materials on risky online behaviour, preparing a lecture on responsible use of technology, etc.

### **Implement preventive measures**

- Take preventive actions to avoid future incidents. This can include implementing project days focused on prevention, preparing materials to support prevention, conducting role-playing exercises in or outside the classroom, and strengthening positive relationships among pupils.

## **5. Extremism, racism, xenophobia, homophobia anti-Semitism**

### **Characteristics**

- *Extremism* - The violation or abuse of fundamental ethical, legal, and other social standards, often accompanied by verbal or physical aggression, violence, or threats of violence. It is primarily motivated by racial, national, religious, or social hatred.
- *Racism* - The attribution of physical characteristics and mental abilities to groups defined by biological, racial, or national origin.
- *Xenophobia* - Behavior that, based on subjectively determined elements of alienness, causes concern about individuals perceived as foreign and can, in extreme cases, lead to their mistreatment.
- *Homophobia* - In the broadest sense, attitudes and behaviours that express animosity towards individuals with non-normative sexual orientations or gender identities, or towards people who deviate from conventional gender standards.
- *Anti-Semitism* - Hostility or bias against Jews, as representatives of a religion, ethnic group, or race.

### **The risky behaviour of pupils includes:**

- Verbal and physical assault on schoolmates, staff, or school visitors because of their religious beliefs, racial, national, ethnic, or class origin.
- Agitation for the benefit of extremist movements within the school and the pursuit of new followers among peers.
- Neglecting school duties due to involvement in extremist activities outside of school.
- Use of school premises, facilities, and equipment to support extremist activities.

### **Procedure**

- Assess the depth of extremist beliefs in individuals or their connections to extremist groups outside of school.
- Determine the extent of these attitudes within the school environment.
- Immediately and vigorously oppose manifestations of intolerance among pupils.
- The Education Commission will discuss possible disciplinary sanctions.
- Initiate discussions on issues related to these attitudes to uncover their causes. Focus teaching on these issues and invite experts to discuss them with pupils.
- Inform parents in the following cases:
  - Repeated verbal or visual manifestations of extremist opinions.
  - Justified suspicion of the pupil's participation in an extremist group.
  - Use of violence with extremist, racist, xenophobic, or anti-Semitic overtones.
- Inform the police if there is suspicion of extremist, racist, xenophobic, or anti-Semitic activity (e.g., repeated racist verbal attacks with serious impacts on the victim's psyche) or more serious forms of violence motivated by racism, xenophobia, homophobia, or anti-Semitism.

The basic legal norm affecting homophobia is Act No. 198/2009 Coll., On Equal Treatment and on Legal Means of Protection Against Discrimination and on Amendments to Certain Acts (Anti-Discrimination Act). This law explicitly prohibits discrimination based on sexual orientation (affecting homosexual and bisexual people) as well as discrimination based on gender identity (especially transsexuals), including discrimination in “access to and provision of education.”

### **Homophobia - specialised professional counselling centres in Prague:**

<http://glbtiporadna.unas.cz/>

<http://www.gejt.cz/o-nas/o-gate>

## **6. Vandalism**

*Vandalism refers to the damage and destruction of public and private property or similar goods that do not bring any material enrichment to the perpetrator and for which the perpetrator usually has no motive—often acting only for their own pleasure or need for relaxation. It is frequently committed under the influence of alcohol or other drugs.*

**Vandalism in school** - when, who and in what case will be notified:

- Legal Representative
  - When legal representatives refuse to cooperate with the school or if vandalism is repeated, OSPOD will be notified.
  - If there is no resolution—such as compensation for the damage incurred—the matter will be reported to the Police of the Czech Republic (up to CZK 5,000 is treated as a misdemeanour; over CZK 5,000 is treated as a criminal offence).
- Staff, Pupils, and Parents
  - To avoid rumours and distortion of the situation, the relevant information will be communicated.

## 7. Theft

**A theft reported by a pupil:**

If the offender is unknown:

- Take the pupil's statement.
- Inform the legal guardians.
- Alternatively, report the matter to the Police of the Czech Republic or instruct the legal representative of the pupil that they have this option.

If the offender is known:

- Investigate the causes of the theft.
- Inform the legal guardians.
- Alternatively, report to OSPOD (if the offender is under 18) and simultaneously hand over the case to law enforcement authorities.
- Apply sanctions according to the school code.
- Record the entire process of the investigation.

Legal Classification:

- If the value of the stolen item is less than CZK 5,000 (and it was stolen without the use of violence or overcoming obstacles) - it is classified as a misdemeanour against property according to § 50 of the Act on Offences No. 200/1990 Coll., as amended.
- If the value of the stolen item is more than CZK 5,000, it is classified as theft under Section 205 of the Criminal Code.
- If the value of the stolen item is less than CZK 5,000 but violence was used (e.g., a broken locker, a cloakroom), or violence against a person was involved with an attempt to seize items - it is considered robbery and is always classified as a crime.

**When to report to the police?**

- If the value of the stolen item is more than CZK 5,000.
- If the damage is significant, and there is no attempt at redress or the school is unable to remedy the situation on its own. The theft, damage, or destruction must be intentional.
- If a pupil or their legal guardian requests the school to do so.

**When to report to OSPOD?**

If there is a pupil who has repeatedly stolen items, and previous educational and other

measures applied by the school have been ineffective.

## 8. Tobacco

Smoking is prohibited in all indoor and outdoor areas of the school. When a pupil is caught consuming tobacco products at school or during school events:

- It is primarily necessary to prevent them from continuing to smoke.
- Write a record of the event, possibly including a statement from the pupil about the source of the tobacco product.
- Inform the Senior Tutor, Deputy Head Pastoral, or Headmaster.
- Inform the legal representatives.
- In serious cases (especially concerning the age or behaviour of the child) or if the behaviour is repeated, the school shall notify social services (OSPOD).
- Apply sanctions in accordance with the school code.

## 9. Weapons

**A weapon is found in the school premises:**

- The school senior leadership team is immediately informed.
- The weapon is securely deposited with the school management.
- The Police of the Czech Republic are informed about the finding.
- A written record is created.

**The pupil enters the school space with a weapon:**

- A school employee secures the weapon.
- The school management is immediately informed.
- The weapon is securely deposited.
- A written record of the event is made, including the date, place, and time of finding and the pupil's name. The record must be signed by the pupil with whom the weapon was found. If the pupil refuses to sign, the teacher will document this fact. The Headmaster or their deputy must be present during the interview.
- The school informs the legal representatives of the pupil, as well as the Police of the Czech Republic and OSPOD.

## 10. Self-harm

*Self-harm is not a crime, but inducing or coercing someone to self-harm or suicide, or behaviors leading to self-harm such as sexual abuse, abuse, etc., are offenses and must be reported.*

**Possible Signs of Self-harming:**

- Unexplained burns, cuts, scars, and other unusual skin problems; common areas for self-injury include the arms, wrists, and forearms of the non-dominant upper limb, but traces of self-injury can occur on any part of the body.
- Inadequate clothing (e.g., long sleeves and long pants in summer), wristbands and other wrist coverings, avoiding activities that require wearing swimsuits or shorts (such as swimming or gym), bandages, and plasters.
- Atypical personal belongings (e.g., razor blades and other items used for cutting or striking).
- Signs of depression or anxiety.
- Incomplete or inconsistent stories when asked about injuries.

**Recommended Action:**

- Assess the current risk of serious harm. If there is a serious risk, send the child (even against the will of the parents) to a psychiatric facility (you can call 112).
- Contact the family; long-term cooperation with the family is necessary.
- Encourage the child and the family to visit a specialist, such as a crisis centre, psychological or psychiatric clinic. Recommend a pedagogical-psychological counselling centre or a psychologist for regular visits.

**Inappropriate action:**

- Efforts to immediately remove self-harming behaviour.
- Imposing sanctions or ignoring the issue.

**OSPOD Reporting:**

- The reporting obligation does not directly relate to self-harm but to other issues often accompanying self-harm, such as bullying, sexual abuse, neglect, or child abuse. There is an obligation to report if a child is being incited to self-harm or suicide.

**Direct Risk of Serious Harm or Danger to Life:**

- If a pupil is holding a razor blade at school and plans to cut themselves, or talks about suicide, immediate and involuntary hospitalization in a psychiatric facility is appropriate. If hospitalisation is refused, the assistance of the Police of the Czech Republic may be necessary.
- Act No. 20/1966 Coll., On Care for People's Health, as amended (§ 23), allows for hospitalisation without consent if the person shows signs of a mental disorder and is dangerous to themselves or others.

**Indirect Risk:**

- If a teacher discovers old wrist scars or similar signs, and the pupil is not currently at risk of serious self-injury, a referral to a psychiatric or psychological clinic is recommended. For children under 18, parental agreement is required.
- **Crisis Centers** - no need for any recommendations, prior telephone or e-mail agreement is appropriate but not necessary
  - Children's Crisis Center (V zápolí 21, 141 00 Prague 4, tel. 241 480 511, 777 664 672, ambulance@ditekrize.cz)
  - RIAPS crisis centre (Chelčického 39, Prague 3, tel. 222 580 697, non-stop operation)
  - Crisis intervention center of the Psychiatric Hospital Prague-Bohnice (Ústavní 91, Prague 8, tel. 284016110, cki@plbohnice.cz)
- **Helplines** (below are selected helplines for children and adults to call, others can be found at <http://www.dkc.cz/kontakty.php> or [www.capld.cz/linky.php](http://www.capld.cz/linky.php))
  - The Safety Line - phone: 116 111, pomoc@linkabezpeci.cz
  - Helpline of the Crisis Intervention Center PL Bohnice - tel. 284 016 666
  - Helpline of the Children's Crisis Center - tel. 241 484 149, problem@ditekrize.cz
  - Helpline RIAPS - tel. 222 580 697, linka@mcssp.cz

## **11. New religious movements**

*Definition: Risky groups often considered cults or sects (many of these groups refer to themselves as churches) are a primary concern.*

### **Reporting Suspected Occurrences:**

#### **Inform the following individuals:**

- Headmaster
- Parents/Legal Guardians
- Class Teacher

#### **In more serious cases, contact:**

- School Counseling Center (school psychologist, school prevention methodologist, educational counsellor, special pedagogue)
- Pedagogical and Psychological Counseling Center (PPP)
- Educational Care Centers
- OSPOD (Department of Social and Legal Protection of Children)
- Police of the Czech Republic

#### **Additional Notes:**

- Family Membership in a Sect:
  - If a family is involved in a community with sect-like characteristics and there is no suspicion of neglect or other offences against the child, school staff cannot influence the child's involvement in that community.
- Legal Obligations:
  - If a staff member is certain that a crime has been committed, they are legally obligated to contact law enforcement authorities.
  - If there is suspicion of a crime but it is not clear, the school is required to report the situation to the municipal authority, specifically to a social worker from OSPOD.
  - If legal guardians refuse to cooperate with the school or refuse to participate in educational committees, the school is entitled to notify OSPOD.

The following persons should always be informed of any suspected occurrence of the phenomenon:

- headmaster
- parents / legal guardian
- class teacher

In more serious cases, it is possible to contact:

- school counselling centre (school psychologist, school prevention methodologist, educational counsellor, special pedagogue)
- PPP (Pedagogical and Psychological Counseling Center)
- Educational Care Centers
- OSPOD (Department of Social and Legal Protection of Children)
- Police of the Czech Republic

## 12. Risky sexual behaviour

**Definition:** Risky sexual behaviour encompasses actions associated with sexual activities that pose health, social, and other risks, such as unprotected sex, promiscuity, and sharing intimate photos or videos that may be misused. This behaviour can also include a combination of risky behaviours, such as substance use and unsafe sex.

### Indicators for Teacher Intervention:

- Behaviour Not Private: Sexual behaviour is not conducted in private by the child.
- Harmful Behaviour: There is suspicion that the behaviour is causing harm to the child or others.
- Compulsive Behaviour: Sexual behaviour becomes compulsive, leading the child to neglect normal duties, hygiene, friendships, learning, etc.

### Possible Solutions According to the Severity of the Situation:

- Cooperation with Parents:
  - Address the situation within the school context and collaborate with parents to find solutions.
- Contact Specialized Services:
  - Facilitate access to specialised services that offer psychological, therapeutic, and counselling support to families and individuals facing difficult situations.
- When Parents Are Uncooperative:
  - If parents are unwilling to address the issue, seek cooperation from other relevant contacts or agencies that can provide additional support and solutions.

### Reporting Obligations:

- Protection of the Child's Best Interests:
  - Adults must protect and promote the child's best interests and report any detected violence, including sexual violence, to Child Social and Legal Protection Authorities (OSPOD) or the Police of the Czech Republic.

## 13. Affiliation to subcultures

**Overview:** Subcultures often serve as meeting points for individuals of the same generation, providing a sense of belonging and spaces for forming intimate and sexual relationships. These environments can be particularly influential for adolescents, who may engage in risky behaviours within these groups that they might avoid in other settings.

### Legislation and Risk:

- Membership in a subculture itself is not regulated by law.
- Certain behaviours associated with extremist groups within subcultures may be addressed by criminal laws.

### Distinguishing Membership from Behavior:

- Membership in a Subculture: Not inherently problematic; the focus should not be on sanctioning membership.
- Risky Behaviour: The goal is to address and mitigate risky behaviours that may



arise within the subculture, not the subculture itself.

**Actions and Reporting:**

- If Risky Behaviour is Detected: Interventions should target the behaviour rather than the group affiliation.
- If a Crime is Suspected: The teacher is legally obligated to report it to the Police of the Czech Republic.
- If a Suspicion of Risky Behaviour Exists: The school must report the matter to the municipal authority, specifically to a social worker from the OSPOD.

## 14. Gambling

**Definition:** Gambling involves making an irreversible investment (money or other value) with the hope of gaining a profit based on chance or an uncertain outcome. It can lead to pathological dependence, causing significant financial problems, which the individual may attempt to solve by engaging in further gambling activities. This behaviour can introduce a range of additional risks.

**School Policy:**

- Prohibition: Gambling is strictly prohibited under the School Code.

**Procedures:**

- If Gambling is Suspected:
- Informing Parents: The school will notify the pupil's parents about the suspicion of gambling.
- Parental Non-Cooperation: If parents refuse to cooperate with the school, the school is entitled to inform the municipal authority, specifically a social worker from the Department of Social and Legal Protection of Children (OSPOD).

**Reporting Obligations:**

- Serious Suspicions: In cases of serious or justified suspicion of gambling, the school is required by law to report the matter to OSPOD.
- Criminal Activities: If there is reasonable suspicion that a crime has been committed (e.g., illegal gambling activities), the school is legally obligated to contact the Police of the Czech Republic.

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Valid from/Platnost: od 1.9.2024

Nigel Brown, Headmaster/ředitel školy

David Brookes, Deputy Head Pastoral/Zástupce ředitele pro výchovu a péči

Tereza Dneboská, Deputy DSL, MPP Coordinator

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