

Approved by the decision of the Board of the autonomous organization of education “Nazarbayev Intellectual Schools” dated May 18, 2016 (Minutes No. 19)

**Policy for the protection of students of branches of the autonomous organization of education**  
**“Nazarbayev Intellectual Schools”**

1. General provisions

This Policy for the protection of students of branches of the autonomous educational organization

Nazarbayev Intellectual Schools, the main subject of which is educational activities (hereinafter referred to as branches), is a system of basic principles, rules and procedures aimed at assisting in ensuring the physical and psychological well-being of students in branches.c.

The legal basis of the Policy for the protection of students of branches of the autonomous organization of education “Nazarbayev Intellectual Schools” (hereinafter – the Policy) are the Constitution of the Republic of Kazakhstan, the UN Convention on the Rights of the Child, the Codes of the Republic of Kazakhstan on Marriage (Matrimony) and the Family, on Administrative Offenses, the Criminal Code, the Laws of the Republic of Kazakhstan

“On the Rights of the Child in the Republic of Kazakhstan”, “On Education”, “On the Status of“ Nazarbayev University ”,“ Nazarbayev Intellectual Schools ”and“ Nazarbayev Foundation ”, the Code of Professional Ethics of Teachers and Equated Persons of the Autonomous Organization of Education“ Nazarbayev Intellectual Schools ”“, Code of Ethics of the autonomous organization of education” Nazarbayev Intellectual Schools “, Internal regulations for students of the branch” International School of Astana “of the autonomous

organization of education” Nazarbayev Intellectual Schools “, Internal regulations for students of Nazarbayev Intellectual Schoolsшкол.

## 2. Principles of the Student Protection Policy

The main principles of this Policy are:

Personal responsibility. All employees of the branches comply with ethical rules of conduct in accordance with the internal regulations of the autonomous organization of education “Nazarbayev Intellectual Schools” (hereinafter – AEO). Employees are responsible for facilitating the implementation of this Policy and must take steps to prevent abuse of branch students, as well as respond to any violations of the provisions of this Policy.

The provisions of this Policy are binding on anyone who interacts with branch students.

Priority of students’ interests. In the event of problematic situations, the priority is the student, ensuring his safety and well-being, as well as meeting his physical and psychological needs.

AEO branches strive to establish a favorable educational and educational environment based on mutual respect of all participants in the educational process, understanding and acceptance of socio-economic, cultural, gender differences.

All questions regarding student abuse, as well as investigations into these complaints, are conducted on the basis of ensuring the safety of students and the confidentiality of information.

Ensures timely review and response to student abuse complaints.

In order to ensure compliance with this Policy, affiliates interact with legal representatives of students and other interested parties, as well as authorities for the protection of the rights of minors, law enforcement agencies.

## 3. Definition of abuse and types of abuse

Abuse of students – an act or inaction of legal representatives and other persons, causing damage to the physical and psychological health of students. It covers all types of physical and psychological abuse, sexual abuse, neglect of the basic needs of students, inattention, child pornography, as well as cases occurring due to parental disability, mental illness or lifestyle (alcohol, drug addiction, etc.).

There are the following forms of abuse:

Physical violence is the deliberate infliction of physical harm on a student. Forms of physical abuse can include hitting, shaking, throwing, poisoning, arson, drowning, or any other physical harm to a student. Physical abuse also includes the involvement of a student in the use of drugs, alcohol, poisonous substances or drugs that cause intoxication (for example, sleeping pills not prescribed by a doctor), cases in which legal representatives and / or other adults inform about the absence of symptoms or diseases in students, and / or intentionally causing symptoms or illness in students and other occurrences.

psychological violence is a periodic or constant impact, leading to the formation of pathological character traits in students and a violation of his mental development. Forms of psychological violence can include: hostility, humiliation, including public, ridicule, intimidation, threats of violence against a student or his loved ones, leaving in danger, making demands on a student that do not correspond to his level of development, unreasonable restriction of the student's free movement, unreasonable restriction or prohibition of the student's social contacts with peers or adults in his environment, depriving the student of the right to have his own views, feelings, desires, the formation of behavior that does not correspond to his level of development, etc. Regardless of the form, any abuse includes a certain degree of psychological violence.

sexual violence is the involvement of a student by an adult and / or other students in committing acts of a sexual nature through violence, threats or abuse of trust that may harm his physical or mental health. Forms of sexual violence can include physical contact (kissing, intercourse, etc.) and non-contact activities (involving students in viewing sexual images,

preparing the student for sexual abuse, including through any means of communication), etc.

neglect of the basic needs of a student is a constant or periodic failure by legal representatives of students to fulfill their responsibilities to meet the needs of the student in development, food and shelter, medical care and safety, etc. due to objective reasons (socio-economic situation of the family, mental illness, inexperience) and without them, which leads to a deterioration in the student's health, impairment of his development. Lack of manifestations of affection for the student, love, care on the part of parents and other legal representatives is also considered as neglect.

bullying is a deliberate, offensive behavior that is systematically shown against a student by other students and / or adults. Forms of bullying: physical bullying (beatings, damage to the victim's property, etc.), verbal (ridicule, offensive messages, name-calling, etc.), psychological (humiliation, threats, ignoring, isolation from the group, class, etc.), sexual (unwanted physical contact or offensive comments, etc.), cyberbullying (harassing the victim, spreading gossip about him, defamatory and offensive messages through mobile phones, e-mail, social networks, blogs, chats, etc., displaying and sending rude or violent text messages messages, mimicking the victim online, posting personal information in the public domain, photos or videos, etc.).

exploitation of students is the compulsion of a student to work or other activities for the benefit of other persons or institutions, as well as the use of student labor by the school administration and employees in contradiction with the established rules and norms, goals and principles of the educational and upbringing process. The consequences of such actions can be damage to education, including low attendance, academic performance, physical and mental health of the student, as well as his moral, social and emotional development. Educational measures, as well as programs aimed at fostering hard work, respect for work, labor training in branches and at home are not exploitation of students.

Potential signs of abuse may include:

unexplained or repeated injuries on the student's body, bruises, wounds, cuts in uncharacteristic places, as well as traces of slaps, squeezes, etc.;

a description of the student about the commission of a violent act against him;

a description to other students and / or adults about committing a violent act against another child;

unexplained changes in the behavior and psyche of the student, when the student becomes very quiet, depressed, withdrawn, or there are sudden outbursts of anger, unwillingness to learn or do something;

age-inappropriate sexual awareness;

sexually explicit behavior;

7) signs of sexually transmitted diseases;

8) distrust of adults, in particular those to whom trusting relationships are the norm;

9) difficulties in the process of making friends;

10) changes in eating habits, overeating or malnutrition, noticeable fluctuations in weight;

11) unkempt appearance, including shabby, dirty clothes, out of season clothes, dirty nails, hair, etc .;

12) decline in school performance;

13) the presence of fatigue, passivity;

14) obsession with adults in search of attention and warmth;

15) poor health, frequent illnesses, including headaches, abdominal pain, difficulty sleeping, etc.;

16) lack of desire to communicate, desire for loneliness;

17) loss of personal belongings;

18) other signs.

#### 4. Organizing a response to student abuse

Reporting student abuse includes information and / or suspected abuse of a branch student by a worker, other branch students, legal representatives, or others outside of school.

Ways to report cases of child abuse are:

notification of a student about the commission of a violent act against him;

notification of a student about the commission of a violent act against another student;

reports of employees of the branch about the commission of a violent act against a student of the branch or suspicion of such actions;

messages from parents and other legal representatives, as well as other persons about the commission of a violent act against the students of the branch or suspicion of such actions.

A branch student who is a victim of abuse may contact an employee, another branch student, legal representative and others.

Branch staff and students, student legal representatives who have been told and / or witnessed or are aware of any incident of student abuse or suspected student abuse that occurs at school, outside of school, or at home, must immediately report it to the student supervisor, teaching assistant and / or deputy director for educational work, director of a branch, AEO.

Algorithm of actions of the branch administration upon receipt of information about ill-treatment of students in the branch:

isolate the injured student from the suspect of abuse, and provide a safe and comfortable environment for the injured student;

if necessary, provide first medical and psychological aid to the victim;

interview the student about the incident in the presence of the educational psychologist with oral notification of the student's legal representative, in the absence of accusations of ill-treatment by the legal representative;

inform the AEO;

if necessary, inform the authorities for the protection of the rights of minors, law enforcement agencies.

Upon receipt of information about the ill-treatment of students of the branches by employees and / or other students of the branch, the issue is considered in accordance with the regulations of the AEO. If necessary, information is communicated to the authorities for the protection of the rights of minors, law enforcement agencies.

When conducting a conversation / survey with a victim, student, branch employees must:

stay calm; listen carefully to the student; convince the student that he did the right thing by telling about what happened;

ask the minimum number of questions necessary only to clarify the situation, avoid requests to repeat what was told, as well as "guide" the student's actions, not put forward their own ideas, assumptions and conclusions;

do not interfere with the student to reproduce important points;

notify the student that the minimum number of persons should be informed about the current situation in order to provide the student with the necessary assistance and resolve the issue;

write down the information in full and word for word as it was transmitted to the students;

draw up a written protocol;

submit information to the administration of the branch, AOO.

A branch employee who takes the initiative and reports abuse or, based on reliable information, makes an accusation about the school's activities, behavior of colleagues that could put students at risk, cause abuse, may count on protection from harassment and / or disciplinary action by branch administration.

## 5. Preventing abuse of branch students

Employees of branches in order to ensure the safety of students, as well as to prevent cases of abuse of students should not:

invite students home;

invite students to cafes, restaurants, clubs and other public places, with the exception of places for educational events organized by branches;

carry out inappropriate (unacceptable) physical contact, except in cases of non-violent action, which include:

applying restrictions to prevent harm to the student or other students;

removing, with the use of reasonable force, potentially dangerous objects or a student from a dangerous situation;

consolation, for example, with a hand on the shoulder, back or arm, etc.;

attracting attention with a light slap on the shoulder, etc.;

leave comments of a sexual nature in social networks, mass media (for example, WhatsApp, Viber, VKontakte, Facebook and other messengers), as well as in a personal conversation;

use text, electronic messages or other information technology in relation to a student for sexual purposes;

take and distribute obscene photographs of students, including digital photographs and other materials;

intimidate, threaten, create an atmosphere of fear in the classroom, etc.;

to be inactive in the event of a threat of physical harm or danger, as well as in situations of emergency response and the need to ensure access to medical care;

show discrimination in any form;

carry out any form of sexual, physical and psychological violence (including attempts);

humiliate students' self-esteem and apply inappropriate punishments, for example, putting the student in a corner, using sarcastic comments and statements, etc.

Students of the branches must not:

show discrimination in any form;

use inappropriate, offensive statements addressed to other students, their parents and other legal representatives and relatives;

harm the health and physical condition, as well as the property of students;

intimidate, threaten other students, create an atmosphere of fear and isolation in the classroom.

While participating in extracurricular activities of the AEO, branch employees must ensure the necessary control over students to ensure their safety. If the activity carried out involves a clear risk (educational, training activities), it is necessary to carefully consider the ratio of supervising workers to students (in terms of the total number of students and their gender). Students need to be given clear instructions on time, place and expected behavior, as well as appearance.

## 6. Responsibility

Employees and students of branches, legal representatives and other persons for cruel treatment of students of branches, as well as concealment of information about ill-treatment, provision of false

information and accusations are liable in accordance with the approved regulations of the AEO and the legislation of the Republic of Kazakhstan.

## 7. Final provisions

The administration of the branches brings this Policy to the attention of the employees of the branches, students and their legal representatives.

Issues not covered by this Policy are regulated in accordance with the approved regulatory acts of the AEO and the legislation of the Republic of Kazakhstan.