

## **PROCEDURE FOR INTERVENTION IN THE EVENT OF SUSPECTED HARM TO A MINOR OR IN THE EVENT OF HAVING INFORMATION ABOUT HARM TO A MINOR**

### **Intervention procedure in the event of suspected harm to a minor by third parties**

1. If there is a suspicion that a minor is experiencing violence that causes harm to his/her health (i.e. causing illness or bodily injury, e.g. fracture, bruising, tooth loss, wounding, as well as, among others, depriving him/her of sight, hearing, speech, causing other serious disabilities, permanent mental illness, body deformation, etc.), sexual abuse and/or his/her life is at risk, his/her safety should be ensured and he/she should be separated from the person suspected of harming him/her and the police should be notified by calling 112 or 997.
2. If a minor is suspected of experiencing a single instance of physical violence (e.g., slapping, pushing, prodding) or psychological violence (e.g., humiliation, discrimination, ridicule), his/her safety should be ensured and he/she should be separated from the person suspected of causing harm. In such a case, the person should be immediately removed from all contact with minors (not just the victim) until the matter is resolved.
3. If it is suspected that a minor has been harmed by other types of crimes, it is necessary to ensure his/her safety and separate him/her from the person suspected of harming him/her, while simultaneously notifying the police or prosecutor's office in writing about the possibility of committing a crime.
4. If it is suspected that a minor is experiencing other disturbing behaviours (e.g. shouting, inappropriate comments), it is necessary to ensure his/her safety and separate him/her from the person suspected of harming him/her, conduct a disciplinary conversation, and if there is no improvement, recommend to the superiors to terminate the cooperation.
5. In every case where a university staff member has harmed a child, the Rector's Representative should investigate all circumstances of the case, in particular, interview the person suspected of harming the child, the minor, and other witnesses to the incident. In situations where the violation of a minor's well-being is significant, particularly where discrimination or a violation of the child's dignity has occurred, termination of the legal relationship with the person who committed the harm should be considered, or such a solution should be recommended to that person's superiors. If the person who committed the harm is not directly employed by the UR but by a third party, then a ban on that person's access to the University should be recommended, and if necessary, the contract with the cooperating institution should be terminated.

### **Intervention procedure in the event of a suspected minor being harmed by a minor, i.e. someone under 17 years of age (peer violence)**

1. In the event of a suspicion that a minor is experiencing violence by a minor resulting in health damage (i.e. causing illness or bodily injury, e.g. fracture, bruising, knocking out a tooth, wounding, as well as, among others, depriving the minor of sight, hearing, speech, causing other serious disabilities, permanent mental illness, body deformation, etc.), sexual abuse and/or a threat to his/her life, it is necessary to ensure his/her safety and separate him/her from the person suspected of harming him/her, conduct a conversation with the guardians of the minor/minors involved in the violence and at the same time notify the nearest family court or the police by sending a notification about the possibility of committing a crime.
2. If it is suspected that a minor is experiencing a single instance of physical violence (e.g., pushing, shoving), psychological violence (e.g., humiliation, discrimination, ridicule), or other disturbing behaviour (e.g., shouting, inappropriate comments) from another child, it is necessary to ensure his/her safety and separate him/her from the suspected abuser. Separate interviews should be conducted with the guardians of the abuser and the abused minor, and corrective measures should be developed. In cases of repeated violence, the family court with jurisdiction over the child's place of residence should be notified by submitting a request for review of the family situation.

### **Intervention procedure in the event of suspected child abuse by a guardian or other family member**

1. If there is a suspicion that a minor is experiencing violence resulting in health damage (i.e. causing illness or bodily injury, e.g. fracture, bruising, knocking out a tooth, wounding, as well as, among others, depriving him/her of sight, hearing, speech, causing other serious disabilities, permanent mental illness, body deformation, etc.), sexual abuse and/or his/her life is at risk, his/her safety should be ensured and he/she should be separated from his/her guardian/person suspected of harm and the police should be notified by calling 112 or 997.
2. If there is a suspicion that a minor is being neglected or that the child's guardian is failing to parent effectively (e.g., the minor is wearing inappropriate clothing for the weather), ensure his/her safety, speak with the guardian, and inform him/her about the possibility of psychological and/or material support. If the guardian fails to cooperate, notify the appropriate social welfare centre, including the need to initiate the "Blue Card" procedure.
3. If there is a suspicion that a minor has been harmed by other types of crimes, the police or prosecutor's office should be informed in writing, sending a notification of the possibility of committing a crime.  
If a minor is suspected of experiencing a single instance of physical violence (e.g., slapping, pushing, shoving), psychological violence (e.g., humiliation, discrimination, ridicule), or other disturbing behaviour (e.g., shouting, inappropriate comments), ensure the child's safety, conduct a conversation with the minor's guardian suspected of

abuse, and inform him/her about the possibility of psychological support. If the minor's guardian fails to cooperate or the violence recurs, notify the appropriate social welfare centre and simultaneously file a motion with the family court to review the family's situation.

### **Actions taken after the intervention**

1. After carrying out the intervention and preparing the intervention card, the Rector's Representative or the designated intervention team will prepare post-intervention conclusions taking into account, in particular, the recommended actions that should be implemented to eliminate or minimise the risk of a similar event recurring (the need for mandatory training, psychological support, organisational changes or changes in the course of studies, changes in the definition of the principles of cooperation with external entities, etc.) and will determine the time frame and persons responsible for implementing the recommendations.
2. Findings and recommendations are made in writing and submitted to the Rector.
3. All persons who, in connection with the performance of their duties, have received information about child abuse or information related thereto are obliged to maintain confidentiality.
4. Intervention cards, minutes of intervention team meetings, and recommendations are collected at the Office for Equal Treatment.