

HOPE CHRISTIAN HIGH SCHOOL
CHILD PROTECTION POLICY AND ANTI BULLYING ACT
FACULTY ORIENTATION
MAY 23, 2014

**WHAT THE CONSTITUTION EXPECTS FROM EVERY EDUCATIONAL
INSTITUTION/EDUCATOR**

- a. Inculcate patriotism and nationalism
- b. Foster love of humanity
- c. Respect for human rights
- d. Appreciation of the role of national heroes in the historical development of the country
- e. Teach the right and duties of citizenship
- f. Strengthen ethical and spiritual values
- g. Develop moral character and personal discipline
- h. Encourage critical and creative thinking
- i. Broaden scientific and technological knowledge
- j. Promote vocational efficiency

WHAT EVERY EDUCATIONAL INSTITUTION/EDUCATOR SHOULD KNOW

- a. Every child has the right for education
- b. School must be conducive to the education of children
- c. School should always have the best interest of the child in mind, in all the decisions that it will undertake
- d. School discipline should be administered in a manner consistent with the child's human dignity

IMPORTANT TERMS TO KNOW IN CHILD PROTECTION POLICY

1. Child – refers to any person below eighteen (18) years of age or those over but are unable to fully take care of themselves or protect themselves from abuse, neglect, cruelty, exploitation or discrimination because of a physical or mental disability or condition.

Note: It also refers to pupils or students who may be eighteen (18) years of age or older but are in school

2. Child Abuse – refers to the maltreatment of a child, whether habitual or not, which includes any of the following:
 - i. Psychological or physical abuse, neglect, cruelty, sexual abuse and emotional maltreatment

- ii. Any act by deeds or words which debases, degrades or demeans the intrinsic worth and dignity of a child as a human being
 - iii. Unreasonable deprivation of the child's basic needs for survival such as food and shelter
 - iv. Failure to immediately give medical treatment to an injured child resulting in serious impairment of his or her growth and development or in the child's permanent incapacity or death
 - v. Physical, humiliating or degrading punishment may include, but not limited to the following:
 - Beating, kicking, slapping, any part of a child's body with or without the use of an instrument such as but not limited to a cane, broom, stick, whip or belt
 - Striking of a child's face or head, such being declared as a "no contact zone"
 - Pulling hair, shaking, twisting joints, cutting or piercing skin, dragging, pushing or throwing of a child
 - Forcing a child to perform physical painful or damaging acts such as but not limited to holding weight or weights for an extended period and kneeling on stones, salt, pebbles or other objects
 - Deprivation of a child's physical needs a form of punishment
 - Deliberate exposure to fire, ice, water, smoke, sunlight, rain, pepper, alcohol, or forcing the child to swallow substances, dangerous chemical, and other materials that can cause discomfort or threaten the child's health, Safety and sense of security
 - Tying up a child
 - Verbal abuse or assaults, including intimidation or threat of bodily harm, swearing or cursing, ridiculing or denigrating the child
 - Forcing a child to wear a sign, to undress or disrobe, or to put on anything that will make a child look or feel foolish, which belittles or humiliates the child in front of others
 - Permanent confiscation of personal property except when such pieces of property pose a danger to the child or to others
 - vi. Demanding or requiring sexual or monetary favors or exacting money or property from a pupil or student
 - vii. Restraining the liberty and freedom of a pupil or student
3. Discrimination against children – refers to an act of exclusion, distinction, restriction or preference which is based on any ground such as age, ethnicity, sex, sexual orientation and gender identity, language, religion, political or other opinion, national or social origin, property, birth, being infected or affected by HIV and AIDS, being pregnant, being a child in conflict with the law, being a child with disability or other status or condition, and which has the purpose or effect of nullifying or impairing the recognition, enjoyment or exercise by all persons on an equal footing of all rights and freedoms

4. Child Exploitation – refers to the use of children for someone else’s advantage, gratification or profit often resulting in an unjust, cruel and harmful treatment of the child which led to the disruption of the child’s normal physical or mental health, education, moral or social emotional development. It covers situations of manipulation, misuse, abuse, victimization, oppression or ill treatment.

There are two (2) main forms of child exploitation:

- i. Sexual exploitation – refers to the abuse of a position of vulnerability, differential power, or trust, for sexual purposes.
 - ii. Economic exploitation – refers to the use of the child in work or other activities for the benefit of others.
5. Violence against children committed in schools – refers to a single act or a series of acts committed by school personnel against a child, which result in or is likely to result in physical, sexual, psychological harm or suffering, or other abuses including threats of such acts, battery, assault, coercion, harassment or arbitrary deprivation of liberty. It includes, but is not limited to the following acts:
 - i. Physical violence – refers to acts that inflict bodily or physical harm. It includes assigning children to perform tasks which are hazardous to their physical well being
 - ii. Sexual violence – refers to acts that are sexual in nature. It includes, but is not limited to rape, sexual harassment, acts of lasciviousness, making demeaning and sexually suggestive remarks, physical attacking the sexual parts of the child, forcing the child to watch obscene publications, do indecent sexual acts, or causing the child to engage in any sexual activity by force, threat, coercion, gifts or favors
 - iii. Psychological violence against child – refers to acts or omissions causing or likely to cause mental or emotional suffering of the child, such as but not limited to intimidation, harassment, stalking, damage to property, public ridicule, or humiliation, deduction or threat of deduction from grade or merit as a form of punishment and repeated verbal abuse

POSITIVE AND NON-VIOLENT DISCIPLINE OF CHILDREN

- a. Should be holistic, constructive and pro-active approach
- b. Should help children develop appropriate thinking and behavior in the short and long term
- c. Should have impact on students’ adult lives
- d. Should fosters self discipline
- e. Should teach LIFE LONG SKILLS and VALUES

REMEMBER: Children are full human beings with basic human rights.

DUTIES AND RESPONSIBILITIES OF MEMBERS OF THE COMMUNITY REGARDING CHILD PROTECTION POLICY

SCHOOL PERSONNEL'S RESPONSIBILITIES

- Exercise special parental authority and responsibility over the child while under their supervision, instruction and custody. Authority and responsibility shall apply to all authorized activities whether inside or outside the premises of the school, entity, or institution
- Keep them in their company and support, educate and instruct them by right precept and good example
- Give them love and affection, advice and counsel, companionship and understanding\enhance, protect, preserve and maintain their physical and mental health at all times
- Furnish them with good and wholesome educational materials, supervise their activities, recreation and association with others, protect them from bad company and prevent them from acquiring habits detrimental to their health, studies and morals
- Represent them in all matters affecting their interests
- Inculcate the value of respect and obedience
- Practice positive and non-violent discipline

STUDENTS' RESPONSIBILITIES

- Comply with the school's regulations, as long as they are in harmony with their best interests
- Refrain from engaging in discrimination or leading a group of students to discriminate another
- Refrain from doing any act that is inappropriate or sexually provocative
- Refrain from participating in behavior of other students that is illegal, unsafe or abusive\refrain from marking or damaging school property
- Refrain from engaging in fights or any aggressive behavior
- Refrain from introducing into the school premises prohibited articles, such as deadly weapons, drugs, alcohol, cigarettes, and pornographic material
- Refrain from performing other similar acts that cause damage or injury to another
- Conduct themselves in accordance with their levels of development, maturity, and demonstrated capabilities, with a proper regard for the rights and welfare of other persons
- Respect another person's rights regardless of opinion, status, gender, ethnicity, religion, as well as everyone's moral and physical integrity
- Observe the Code of Conduct for students

IMPORTANT TERMS TO KNOW IN ANTI-BULLYING ACT

1. Bullying or Peer Abuse – refers to willful aggressive behavior that is directed, towards a particular victim who may be out-numbered, younger, weak with disability less confident, or otherwise vulnerable
2. Bully – refers to any student who commits acts of bullying
3. Bullied or Victim – refers to any student who experiences the acts of bullying or retaliation as defined by the Anti-Bullying Act
4. Bystander – refer to any person who witness or has personal knowledge of any actual or perceived acts or incidents of bullying or retaliation as defined by the Anti-Bullying Act

ACTS OF BULLYING

- a. Any unwanted physical contact which may or may not result to harm or injury with or without the aid of a weapon like punching, hitting, pinching, pushing , shoving, kicking, slapping, tickling, headlocks, inflicting school pranks, teasing, fighting and the use of available objects as weapons
- b. Any act that causes damage to a victim’s psyche and/or emotional well-being
- c. Any slanderous statement or accusation that causes the victim undue emotional distress like directing foul language or profanity at the target, name calling, tormenting and commenting negatively on victim’s looks, clothes and body
- d. Threats to inflict a wrong upon the person, honor or property of the person or on his or her family
- e. Stalking or constantly following or pursuing a person in his or her daily activities
- f. Taking of property
- g. Public humiliation or public and malicious imputation of a crime or of a vice or defect whether real or imaginary, or any act, omission, condition, status, or circumstance tending to cause dishonor, discredit or expose a person to contempt
- h. Cyber – bullying – any conduct defined in bullying resulting in harassment, intimidation, or humiliation through electronic means, or other technology such as but not limited to texting, email, instant messaging, chatting, internet, social networking websites or other platforms or formats
- i. Social bullying – refers to any deliberate, repetitive and aggressive social behavior intended to hurt others or to belittle another individual or group
- j. Gender based bullying – refers to any act that humiliates or excludes a person on the basis of perceived or actual sexual orientation and gender identity
- k. Retaliation against a student who reports bullying or provides information during an investigation of bullying
- l. Rudeness and intimidation. These may be done through unwanted physical acts or through non verbal means. A mean look or stare is an example of a non-verbal bullying.
- m. Threats and extortion. Creating fear and extorting money, food or possessions from other students. Threatening texts or messages in chat rooms and social media sites
- n. Malicious gossip and exclusion from the group – circulating gossip or damaging stories that tends to discriminate, exclude and hate another student

EARLY DETECTION OF BULLYING

- a. Feeling sick in the morning
- b. Unwillingness to go to school and leave home
- c. Unwillingness to be left alone in the school
- d. Crying to sleep at night or has nightmares
- e. Bedwetting
- f. Doing poorly in class or school work
- g. Coming home with torn clothes or damaged belongings
- h. Has possessions missing
- i. Has unexplained cuts and bruises
- j. Being frightened to say what is wrong
- k. Being anxious or lacking in self confidence
- l. Attempting or threatening self harm

PROCEDURES IN ADDRESSING BULLYING

1. IMMEDIATE RESPONSE

- a. The victim or anyone who witness or has personal knowledge of a bullying incident or retaliation shall immediately call the attention of any school personnel
- b. The school personnel who was notified of a bullying incident or retaliation shall intervene by:
 - Stopping the bullying or retaliation immediately
 - Separating the students involved
 - Removing the victim or in appropriate cases, the bully or offending student from the site
 - Ensuring the victim's safety by
 - determining and addressing the victim's immediate safety needs
 - ensuring medical attention, if needed, and securing a medical certificate, in cases of physical injury
 - bringing the bully to the Guidance Office or the designated school personnel

2. REPORTING THE BULLYING INCIDENT OR RETALIATION

- a. A victim or a bystander, or a school personnel who received information of a bullying incident or retaliation, or any person who witness or has personal knowledge of any incident of bullying or retaliation shall report the same to the teacher, guidance counselor or any person designated to handle bullying incidents
- b. The bullying incident or retaliation shall be immediately reported to the school head.
- c. The school head or the designated school personnel shall inform the parents or guardian of the victim and the offending child

- d. If an incident of bullying or retaliation involves students from more than one school, the school shall promptly notify the appropriate administrator or school head of the other school so that both schools may take appropriate action
- e. Reports of incidents of bullying or retaliation initiated by persons who prefer anonymity shall be entertained. However, no disciplinary administrative action shall be taken against an alleged bully or offending student solely on the basis of an anonymous report and without any other evidence.
- f. Referred the victim and the offending child to counseling and other interventions
- g. For second time, after the offending child has received counseling or other interventions, the penalty of suspension for not more than one week may be imposed. The offending child and the parents or guardians may be required to attend further seminars and counseling

3. FACT FINDING AND DOCUMENTATION

The school administrator, principal or school head, or guidance counselor/teacher, or school personnel or person designated to handle bully incidents shall:

- a. Separately interview in private the bully or offending student and the victim
- b. Determine the levels of threats and develop intervention strategies. If the bully incident or the situation requires immediate attention or intervention, or the level of threat is high, appropriate action shall be taken by the school within twenty four hours from the time of the incident
- c. Inform the victim and the parents or guardians of the steps to be taken to prevent any further acts of bullying or retaliation
- d. Make appropriate recommendations to the Child Protection Committee on proper interventions, referrals, and monitoring

4. INTERVENTION

The Committee shall determine the appropriate intervention programs for the victim, the bully and bystanders. The School Head shall ensure that these are provided to them.

5. REFERRAL

The school head or the Child Protection Committee may refer the victims and the bully to trained professional outside the school, such as social workers, guidance counselors, psychologists or child protection specialists for further assessment and appropriate intervention measures as may be necessary.

6. DISCIPLINARY MEASURES

- a. The School Head considering the nature, gravity or severity, previous incidents of bullying or retaliation and attendant circumstances may impose reasonable disciplinary measures on the bully or offending student that is proportionate to the act committed
- b. Written reprimand, community service, suspension, exclusion or expulsion, in accordance with existing rules and regulations of the school may be imposed, if the circumstances warrant the imposition of such penalty, provided that the requirements of due process are complied with

- c. In addition to the disciplinary sanction, the bully shall also be required to undergo an intervention program which shall be administered or supervised by the school's Child Protection Committee. The parents of the bully shall be encouraged to join the intervention program

DUE PROCESS/PROCEDURES BEFORE IMPOSING PENALTY ON OFFENDING CHILD

- a. The child and the parents or guardians must be informed of the complaint in writing
- b. The child shall be given the opportunity to answer the complaint in writing, with the assistance of the parents or guardian
- c. The decision of the school head must be in writing, stating the facts and the reasons for the decisions
- d. The decision of the school head may be appealed as provided in existing rules of the Department

RESPONSIBILITIES OF MEMBERS OF THE COMMUNITY REGARDING ANTI BULLYING ACT

STUDENTS' RESPONSIBILITIES

- Participate and cooperate in all prevention, intervention and other measures related to bullying implemented by the school
- Avoid or refrain from any act of bullying
- Take action if you witness bullying
- Tell a teacher or school official
- Be aware of the rules of the school as well as the consequences if you break them
- Be a positive role model

TEACHERS' RESPONSIBILITIES

- Participate and cooperate in all prevention, intervention and other measures related to bullying implemented by the school
- Take reports of bullying seriously and give feedback to students on what they plan to do about the reported incident
- Be aware of signs and symptoms of bullying
- Take action when bullying is happening
- Notify the guidance counselors, discipline officer or school authorities who will document the incidents
- Offer suggestions and advice to improve the situation
- Be a positive role model

PARENTS' RESPONSIBILITIES

- Inform the school when a bullying incident is reported by your child
- Take bullying reports seriously
- Get advice and inform school counselors

- Offer advice
- Be a positive role model
- Do not take matters into your own hands

ADMINISTRATION AND SCHOOL'S RESPONSIBILITIES

- Provide professional development workshops for staff
- Create opportunities for parents, teachers and students to attend workshops or information sessions
- Monitor incidents and initiate consequences
- Be a positive role model

FALSE ACCUSATION OF BULLYING

If the student, after an investigation, is found to have knowingly made a false accusation of bullying, the said student shall be subjected to disciplinary actions or to appropriate interventions in accordance with the existing rules and regulations of the Department or the private school.

CONFIDENTIALITY

Any school personnel who commit a breach of confidentiality shall be subject to appropriate administrative disciplinary action in accordance with the existing rules and regulations of DepEd, or the private school without prejudice to any civil or criminal action

Reference: Implementing Rules and Regulations of Republic Act No. 10627, Otherwise Known As The Anti-Bullying Act of 2013
DepEd Child Protection Policy