

The school operating procedures for dealing with pupils with behavioral disorders, socially maladjusted pupils or those in danger of social maladjustment.

Definitions:

- Behavioral disorders are repetitive behavior that constitutes a threat to the safety of other pupils, self-destructive behavior and behavior which disables teachers from conducting regular lessons.
- Social maladjustment are disorders in functioning in the society. They are seen as difficulties in adjusting to commonly accepted social norms, life challenges, unstable emotional and volitive area as well as disobedience of moral and social standards.

The procedures presented below are to specify and systematize the school actions aiming at assisting such pupils while performing their school duties. At the same time the procedures determine the range of cooperation with the parents or legal guardians of such children. The school is open towards the cooperation with the parents whose children have various types of emotional and developmental problems but, we do not guarantee the possibility of execution of all the recommendations advised by the specialists.

The basis for all the action is the right and proper diagnosis of the problem of a given pupil by all the available specialists having contact with the child (his/her teachers, the form teacher, school pedagogue, psychologist, medical specialists, therapist, etc.)

1. The situations of the pupil's bad behavior noticed by a teacher are to be reported to the form teacher by the teacher.
2. The form teacher runs an intervention talk with the pupil.
3. After consulting other pupils as to the pupil's behavior the form teacher presents the situation to the school pedagogue.
4. The form teacher or the school pedagogue talks with the pupil's parent informing him/her about the problems with the child's behavior, assessing the level of the pupil's functioning at school.
5. The form teacher or the school pedagogue determines in cooperation with the parents a plan of action whose aim is to improve the pupil's performance at school.
6. If necessary the school pedagogue suggests the parents consult a specialist e.g. visit Poradnia Psychologiczno-Pedagogicznej.(Psycho- Pedagogical Consultancy)
7. While waiting for the diagnosis it is recommended to use the solutions tailored to the needs of the pupil and the school possibilities (e.g. individual educational supervision, monitoring the pupil's behavior, co-working with the class, compensation and equalizing classes, strengthening positive tools/solutions).
8. Bearing in mind the child's welfare the parent should deliver to the school the report issued by Poradnia Psychologiczno-Pedagogiczną within 2 weeks after it is ready.

9. The parents should comply to the diagnostics and therapeutic actions recommended by the specialists and they should also inform the school pedagogue or the form teacher about such recommendations.
10. The form teacher is obliged to pass the specialists' advice to all the teachers concerned along with any possible arrangements with the parents.
11. The parents are to keep in touch with the form teacher or the school pedagogue all the time in order to improve the pupil's performance in school and monitor his/her progress.
12. The school takes advantage of all the available and useful educational measures (e.g. conversations with the parents or legal guardians, talks with the school pedagogue, legal responsibilities of the pupil envisaged in the School's Rules And Regulations).
13. In case of the lack of cooperation of the parents with the school, no specialists' report or the lack of improvement in the pupil's behavior, in specific cases the Headmaster may inform the proper services or institution about the pupil's situation.
14. If the pupil is entitled to obtain individual tutoring the school is to provide such form of teaching on the conditions specified in the proper ruling.
15. In case of direct physical or verbal aggression being observed that may put in danger the very pupil or other people and in case when the pupil uses alcohol or other psychoactive drugs the school's procedures to be used are included in *„Procedury postępowania w sytuacjach zagrożenia młodzieży przestępczością i demoralizacją, w szczególności narkomanią i alkoholizmem.”* (The operating procedures for the situation of young people being in danger of crime and demoralization, especially the drug addiction and alcoholism).