



Republika e Kosovës
Republika Kosova - Republic of Kosovo
Qeveria – Vlada – Government

**ADMINISTRATIVE INSTRUCTION (GRK) No.05/2024 EDUCATION ON
CHILD PROTECTION¹**

¹ Administrative Instruction (GRK) – No.05/2024 Education on Child Protection, has been approved in the 214th Meeting of the Government of the Republic of Kosovo, with the Decision No. 03/214, dated 24.07.2024

The Government the Republic of Kosova, pursuant to Article 93 (4) of the Constitution of the Republic of Kosova, in accordance with Article 63 of Law no.. 06 / L-084 on Child Protection (OG, No. 14, dated 17.07.2019) article 4, sub-paragraph 4.5 of paragraph 4 of article 8 of Law No. 08/L-117 On the Government of the Republic of Kosovo (G. Z. of the Republic of Kosovo / No. 34 / November 18, 2022, Prishtina),

Adopts:

ADMINISTRATIVE INSTRUCTION (GRK) No. 05/2024
EDUCATION ON CHILD PROTECTION

I. GENERAL PROVISIONS

Article 1
The purpose

The purpose of this administrative instruction is to define the roles, organization, functioning, cooperation, duties and responsibilities of all upbringing-educational institutions in education on child protection education.

Article 2
Scope

1. The provisions of this administrative instruction are mandatory for all upbringing-educational institutions, which work with children up to the age of 18, as well as prepare staff to work with children.

2. The provisions of this administrative instruction apply to all upbringing-educational institutions, children, parents, legal guardians and other stakeholders which are subject to the protection of the child.

Article 3
Definitions

The expressions used in this administrative instruction have these meanings and must be interpreted and read in accordance with the meaning given in the Law on Child Protection.

Article 4
General principles for the child rights

For all actions and decisions taken by institutions for the rights of the child, the authorities are guided by the principles proclaimed by the Convention on the Rights of the Child, which are incorporated in the Law on Child Protection.

II ROLE OF INSTITUTIONAL MECHANISMS

Article 5
Role of the Ministry of Education, Science, Technology and Innovation

1. Ministry of Education, Science, Technology and Innovation in relation to child protection education, has obligations in several directions:

1.1. Develops child protection policies in the context of upbringing-educational and training institutions, in accordance with applicable law, preventing all forms of violence, discrimination, trafficking, hazardous work and other negative phenomena that challenge the child's participation in education and full development.

1.2. Designs and creates programs for education and awareness raising regarding the degrading consequences of corporal punishment as well as parenting programs, which promote non-violent ways of disciplining the family, educational and training institutions as well as care institutions;

1.3. Monitors through inspectorate the implementation of child protection policies within upbringing-educational and training institutions;

1.4. Cooperates with relevant institution and supports initiatives of international, regional, central and local level for the implementation of child protection education policies;

1.5. Supports development and implementation for professional development of educators and teachers related to child protection education;

1.6. Strengthens the system of prevention, identification, referral, reporting, and response toward all forms of violence and abuse.

1.7. Orients teaching aids and school curricula in all relevant upbringing-educational and training institutions in child protection and care.

Article 6
Obligations of Municipal Education Directorates (MEDs)

1. The Municipal Education Directorate (hereinafter MED) has the following tasks:
 - 1.1. Supervises and ensures that all upbringing-educational institutions have drafted and implement the child protection policies.
 - 1.2. Initiates and implements awareness activities for child protection education at the upbringing-educational and training institutions level;
 - 1.3. Undertakes awareness-raising activities for child protection education, health education, emergency case actions, natural disasters and other dangers threatening the child's life;
 - 1.4. Undertakes awareness actions for the implementation of security measures in activities inside and outside- upbringing-educational and training institution;
 - 1.5. Collaborates and supports the activities of governmental, non-governmental and other stakeholders in advancing child protection education;
 - 1.6. Provides opportunities for professional development of in-service teachers and educators on child protection policies.
 - 1.7. Provides sufficient capacity for oversight and reporting, in accordance with legislation in force.

Article 7
Obligations of the upbringing-educational institutions

1. The upbringing-educational institution ensures that child protection education be priority in all policies within the institution, such as:
 - 1.1. School regulations and other internal acts;
 - 1.2. Development plan of the school / upbringing-educational and training institution;
 - 1.3. Curricular, inter curricular and extracurricular activities.
2. School authorities and all educational and support staff take an active part in the prevention and reporting of all forms of violence, discrimination, trafficking, hazardous work and other negative phenomena that are dangerous to children;
3. Professional and support staff: psychologist, pedagogue, speech therapist, social worker, etc., cooperate in raising the awareness of educational staff on the prevention and reporting of all form of violence, discrimination, trafficking, dangerous work and other negative phenomena that harm the development of children in upbringing-educational and training institutions;

4. The upbringing-educational institution cooperates with governmental and non-governmental partners, parent and teachers and other interest groups for the better education in the protection of children;
5. Holds school-based information sessions and trainings on child protection education, health education, emergency case actions, natural disasters and other dangers threatening the child's life;
6. Undertakes awareness actions for the implementation of security measures in activities inside and outside- upbringing-educational and training institution (including excursions);
7. Reports on a regular basis the concerns and cases the of all form of violence, discrimination, trafficking, hazardous work and other phenomena that pose risk or threat to children.

Article 8

Obligations of the upbringing-educational and training institution principal

1. The principal of the upbringing-educational and training institution has these duties:
 - 1.1. Oversees and implements the implementation of child protection policies by educators, teachers and all professional, administrative, technical and support staff;
 - 1.2. Cooperation with educators, teachers and all other technical and professional staff to identify needs and take action to prevent all forms of violence, discrimination, trafficking, hazardous work and other negative phenomena that impede child development;
 - 1.3. Is coordinated with the MED level and with other governmental and non-governmental partners to provide the best child protection education;
 - 1.4. Supervises and ensures the , reporting and referral of all types of violence, discrimination, trafficking, hazardous work and other negative phenomena, according to the requirements of the legislation in force;
 - 1.5. Identifies staff needs for professional development in the field of child protection and ensures their fulfillment;
 - 1.6. Develops effective mechanisms of communication and interaction with parents, by motivating parental responsibility in the best interests of the child.

Article 9

Obligations of educators and teachers

1. Educators and teachers have for obligation:

1.1. Effective implementation of curricular, cross-curricular and extra-curricular activities related to child protection education, including cooperation with external experts (such as social worker, sociologist, doctor, police, etc.);

1.2. Awareness on reporting all types of violence,, discrimination, trafficking, hazardous work and other negative phenomena, according to the legislation in force.

1.3. Cooperation with other professional services for the education, identification and treatment of children who are victims of violence, trafficking, involvement in hazardous work or other negative phenomena.

1.4. Cooperation with all stakeholders (school management, school bodies, professional assets, Parents' Council, Student Council, parents, students and the wider community) in raising awareness for the protection of children as well as the prevention of negative phenomena that impede the education and development of the child.

Article 10 Role of the Steering Council

The school steering council, reviews, supports, approves and oversees the implementation of child protection education activities.

Article 11 Role of the Steering Council

1. The Parents' Council (further PC) cooperates with the school leadership, bodies, staff and the wider community on child protection initiatives and activities, students, always based on the best parenting programs;

2. PC represents the best interests of the child, addresses concerns about violations, violent and harmful acts against children, and demands institutional responsibility.

3. Parents through the PC become aware on the implementation of child protection policies.

Article 12 Role of the Student Council

1. The Student Council (further SC) represents the interests, rights of the child / student and cooperates with the school leadership, bodies, staff, parents and the wider community for organization and participation in awareness activities on child protection education activities;

2. The SC addresses concerns about violations, violent and harmful acts to children, and also demands institutional responsibility in accordance with legislation in force.

Article 13
Role of the support professional staff

1. Professional support staff, both inside and outside the school: School psychologist, pedagogue, doctor, speech therapist and other engaged staff, develops and implements awareness programs for educators, teachers, parents and administrative and technical staff related to child protection education.
2. Professional support staff, according to paragraph 1 of this article, works closely to children/students on aspects of children protection from harmful circumstances for their physical, intellectual, social, emotional and overall development.
3. The support staff support the child who is at risk and in need for protection.

Article 14
Child protection education in the media

1. The upbringing-educational and training institution promotes media education through the effective implementation of the educational curriculum, in particular:
 - 1.1. Education regarding the understanding and use of media as well the education for protection from harmful media content;
 - 1.2. Development of capacities and skills of the upbringing-educational institutions staff related to the media and their connection to the child protection.
 - 1.3. Organization of upbringing and preventive activities with children and parents related to media education in cooperation with other stakeholders.
2. The upbringing-educational and training institution without the permission of the parent or legal guardian does not expose the child to photos, videos, social networks or media activities.
3. The upbringing-educational and training institution is ensured that all measures are taken to protect the child when participating in the media within school activities, including the prevention of abuse for commercial purposes.
4. The upbringing-educational and training institution ensures that children are protected through educational programs, while they are using / surfing the Internet and other forms of communication.

Article 15
Child protection education through higher education

1. All academic units that prepare staff to work with children, integrate child protection policies into their educational curricula and student practice throughout their study years.

2. All academic units that prepare staff to work with children develop the capacity of students and professionals to identify, refer, report and investigate cases of children in need of protection from any form of violence;

3. Faculties of Education develop and implement accredited professional development programs for educators, teachers and support staff in the service of child protection for the reporting and referral system with cross-cutting approach.

III. COOPERATION AND COORDINATION

Article 16

Inter-institutional cooperation and coordination

1. The staff of the upbringing-educational and training institution cooperates with other services of social welfare, health, safety and other services necessary for the realization of activities for the child protection, including awareness for reporting and treatment with cross-sectoral approach.

2. At all institutional levels, coordination and cooperation is done with civil society organizations as well with local and international agencies, in the function of education for child protection.

Article 17

Confidentiality

1. The entire staff and the community of the upbringing-educational and training institutions respect the confidentiality of the child's data in accordance with the Law on Personal Data Protection.

2. The staff of upbringing-educational and training institutions is trained to maintain the confidentiality of cases treated within educational institutions or at the level of multidisciplinary table, in accordance with the relevant provisions, except when, for legal reasons, disclosure must be made to the competent authorities.

3. The provisions of the legislation on personal data protection apply to the manner of data collection, processing, storage and data use.

IV. FINAL PROVISIONS

Article 18

Supervision and accountability

1. Supervision of the implementation of this Administrative Instruction is done by the municipalities, the education inspectorate and the Office of the Prime Minister.

2. Violations of this Administrative instruction and abuse of child's rights and their protection are punished according to the legislation in force.

Article 19
Entry into force

This Administrative instruction enters into force seven (7) days after the publication in the official gazette of the Republic of Kosova.

Albin Kurti

**Prime Minister of the Republic of
Kosova**

02 August 2024