

RULES AND REGULATIONS OF THE FIRST EDITION OF THE “SUPPORTIVE SCHOOL” PROGRAM

1. The “Supportive School” program is a comprehensive scheme aimed at preventing suicidal behavior among children and adolescents, with the main objective of building a supportive environment for young people in mental crisis (“Program”).
2. The Program is organized by the Adamed Foundation, with its registered office in Warsaw at ul. Karowa 31A, 00-324, in cooperation with the Życie Warte Jest Rozmowy Foundation, with its registered office at ul. Puławska 27 m. 15 02-508 Warsaw (“Organizers”).
3. Primary and secondary schools are eligible for the Program (“Participants”). By entering the Program, Participants accept these Rules and Regulations. A detailed substantive description of the Program can be found on: www.wspierajacaszkola.pl.
4. By consenting to participate in the Program, Participants declare that they are eligible to participate in the Program and that there are no legal or factual obstacles that could prevent their participation in the Program or that could expose the entity or the Organizer to the risk of incurring any losses due to such participation.

I. PRINCIPLES OF THE PROGRAM

1. The Organizer shall offer the ability to participate in the Program to education institutions located in the territory of the Republic of Poland, selected in a recruitment procedure. The person authorized to represent the relevant entity under the valid legal regulations, the entity’s charter or any other legally binding instrument shall decide whether to consent to the entity’s participation in the Program and to accept its terms and conditions, including the contents hereof.
2. Participation in the Program is voluntary and free of charge.
3. The first edition of the Program will last from April to December 2024. This period may be subject to change and any such change shall be communicated to the Participant.
4. The Organizer shall agree a Program schedule with the Participant, taking into account the availability of experts.

II. RIGHTS AND OBLIGATIONS OF THE ORGANIZER AND OF THE PARTICIPANT

1. The Organizer shall:
 - a. ensure qualified staff, i.e. trainers and consultants who are suicidology specialists;
 - b. provide Participants with educational materials for teaching staff and parents, as well as peer support materials;
 - c. provide 4 training courses for teaching staff, which may be held online or, if requested by the Participant, at the Participant's registered office;
 - d. conduct online educational meetings for the parents of the Participant’s students;
 - e. conduct online consultations for parents of children who are in a suicide crisis or engage in self-injurious behaviors;
 - f. conduct online consultations for teachers whose students are in a suicide crisis or engage in self-injurious behaviors;
 - g. conduct online consultations for teachers who need support in ensuring their own mental well-being and in coping with professional burnout;

- h. carry out three consultation sessions to support the development of an individual crisis intervention procedure for the Participant;
- i. assist in the establishment of the Participant's crisis team.

2. The Participant undertakes to:

- a. to provide technical conditions in particular to ensure the possibility of individual logging in of each participant of the training through the link provided in advance or to provide adequate premises for the implementation of the Program; Online training for teachers can not be implemented collectively in one room using only one computer;
- b. designate the staff members who will perform tasks as part of the Program.
- c. enable 4 teacher training courses (a total of 16 teaching hours) and 1 meeting for parents (2 teaching hours) to be held;
- d. select 15-30 teaching staff members, depending on the total size of the faculty (including teachers, school counselors and psychologists, nurses, paramedics, etc.), to participate in training;
- e. ensure that the selected group can participate in all four training courses (participation in the entire training package is mandatory);
- f. ensure active participation of the group selected from among the teaching staff in the training sessions (including completion of pre-training, post-training and evaluation questionnaires);
- g. ensure the participation of the school's principal or deputy principal in the training sessions;
- h. develop a procedure for handling students' suicidal behaviors and have it adopted by the teachers' meeting. The content of the training courses provides the basis for drafting the Procedure;
- i. promote online consultation sessions among parents at parent-teacher meetings, on the school's website and in other channels of communication between the school and the parents of the Participant's students;
- j. promote the schedule of online educational meetings among parents at parent-teaching meetings, on the school's website and in other channels of communication between the school and parents of the Participant's students;
- k. at least during meetings with the Participant's teachers, promote online consultations for teachers whose students are in a suicidal crisis or engage in self-injurious behaviors;
- l. at least during meetings with the Participant's teachers, promote online consultations for teachers who need support with taking care of their mental well-being and face the problem of burnout;
- m. ensure that teachers take part in consultations regarding students in a suicidal crisis, if the need arises;
- n. provide the Organizer's representative with access to the group participating in the Program as an observer for the purpose of evaluating the Program and implementing changes in the future.

III. RULES OF RECRUITMENT FOR THE PROGRAM

1. To qualify for the "Supportive School" Program, the Participant must:

- a. complete the recruitment form available on: <https://wspierajacaszkola.pl>;
 - b. ensure that the principal of the institution entered into the Program attends a webinar for principals;
 - c. sign the Rules and Regulations of the first edition of the Program;
 - d. demonstrate active willingness to participate in the Program.
2. Priority will be given to schools with a history of suicide attempts or suicide, as well as schools with students who report suicidal thoughts or exhibit self-aggressive behaviors.
3. Due to a limited number of places available, the Organizer reserves the right to select Participants for the 1st Edition of the Program. The final decision to approve a given facility for the Program is made by a Committee consisting of:
 - a. 1-2 Adamed Foundation representatives
 - b. 1-2 representatives of the Życie Warto jest Rozmowy website
 - c. 1 representative of the Polish Society of Suicidology

IV. RULES FOR GRANTING THE CERTIFICATE

1. In order to receive the “Supportive School” certificate, the Participant undertakes to comply with all sections of the above Rules and Regulations, with particular emphasis on:
 - a. active participation of the selected group (15-30 people) of school employees in all 4 training courses and completion of a questionnaire before and after each training session;
 - b. active participation of a group of 3 school employees in 3 consultations in order to establish a procedure for the management of suicidal behaviors in students;
 - c. ensuring that the above procedure is adopted by the teachers’ meeting.
2. A Participant who complies with all of the above regulations will receive the “Supportive School” certificate (the certificate will not be awarded if any of the clauses fail to be complied with).
3. The Participant has the right to withdraw from participation in the Program at any stage; however, the Participant will not be able to receive the certificate in case of such withdrawal.
4. Should the group of participants selected from among the school staff members not be engaged in the training or should their attitude prevent the classes from being continued, the Organizer reserves the right, upon prior warning, to discontinue the training, as a result of which the institution will receive the Supportive School certificate.

V. PERSONAL DATA PROCESSING TERMS

1. Personal data of the Participant’s representatives and persons participating in the Program on behalf of the Participant are processed for the purpose of implementing the Program and will be processed in accordance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (“GDPR”) and Polish regulations adopted for the purpose of enabling the application of the GDPR.
2. Personal data controllers include:

- a) Adamed Foundation, with its registered office in Warsaw at ul. Karowa 31A, 00-324. Contact details of the Data Protection Officer: iod@adamed.com.
 - b) Życie Warto Jest Rozmowy Foundation, with its registered office at ul. Puławska 27 m. 15 02-508 Warsaw.
3. Personal data will be processed for the purpose of carrying out the Program, including for recruitment and for defending or pursuing claims, if any.
 4. Personal data will be processed for the purpose of performing the Agreement, i.e. pursuant to Article 6(1)(b) and as part of legitimate interest, i.e. Article 6(1)(f) of the GDPR.
 5. In cases provided for by law, the persons whose data are processed shall have the right to request access to such personal data, the right to request rectification of the personal data, the right to request erasure of the personal data, the right to request restriction of personal data processing, the right to object to personal data processing and the right to personal data portability.
 6. The Organizer's affiliates, subcontractors and providers of ICT and courier services may be the recipients of personal data.
 7. Personal data will be processed for the time necessary for the implementation of the Program, following which they will be immediately erased, except in the event of any claims being pursued. In such a case, the personal data shall be processed by the Organizer until the expiry of the period of limitation of claims to which the Organizer is entitled.

VI. RESPONSIBILITY

1. The Participant shall be responsible for ensuring safe and healthy conditions to the persons participating in the Program throughout the implementation of the Program at the Participant's facility.
2. If it is necessary to secure the consent for participation in any activities as part of the Program by individuals, including underage teenagers and their legal guardians, the Participant shall be responsible for obtaining such consent. The Participant shall not allow anyone who does not agree to participate in the Program to be involved.

VII. FINAL PROVISIONS

1. These Rules and Regulations shall enter into force on 1 March 2024 and shall remain in force with respect to each Participant from the moment they accept them.