

國立東華大學學生懷孕事件輔導與處理作業要點

National Dong Hwa University Counseling and Handling Guidelines for Pregnant Students

103.11.03 一〇三學年度第一學期第一次性別平等教育委員會議通過

103.11.05 一〇三學年度第一學期第二次行政會議審議通過

一、國立東華大學(以下簡稱本校)為落實性別平等教育法第十四條之一及性別平等教育法施行細則第十一條規定，並提供本校各單位面對學生懷孕事件之輔導與處理流程(如附件)，特訂定本作業要點。

二、本校各單位在預防及處理學生懷孕事件時，應秉持多元、包容之精神以維護學生基本人權及保障受教權。處理過程中應嚴守專業倫理、尊重隱私，採取必要之保密措施。同時應統整社會資源與經費，妥善協助懷孕及育有子女之學生。

三、本校應實施性別平等教育暨性教育課程或活動，培養學生建立健康安全之性態度與性行為，學習避免非預期懷孕之知能，並教導本校師生及家長對懷孕及育有子女之學生採取接納、關懷之態度，以積極保障懷孕及育有子女學生之受教權。

本校於相關教育活動或研習，應納入學生懷孕事件預防、處理及加強專業知能等相關議題之宣導、訓練。

四、懷孕或育有子女學生之學籍及成績考查或評量等相關規定，得由本校依個案情形主動採取彈性措施，協助懷孕或育有子女學生完成學業。

本校學生懷孕期間之學籍、成績考查、評量、請假及補課等事宜悉依據本校學則及學生請假規則等相關規定辦理。

五、本校不得以學生懷孕或育有子女為由，做出不當之處分，或以明示或暗示之方式，要求學生休學、轉學、退學或請長假。

學生遭受本校歧視或不當處分者，得依性別平等教育法或其他相關法規規定，提出救濟。

六、本校應改善校園相關硬體設施，提供懷孕或育有子女之學生友善安全之學習環境。

前項所稱之改善措施包含適合懷孕學生使用之桌椅、設置及規劃哺(集)乳

室、定期維護及檢查女廁之警鈴、建築物內外及走廊之照明問題、協助懷孕學生申請校內停車位。

七、本校以學生事務處為學生懷孕事件處理機制之單一受理窗口，並設置專人管理之電子郵件帳號，使懷孕學生能有隱私及尊嚴地主動求助。

八、本校於處理學生懷孕事件時，依據下列原則及分工：

(一)知悉未成年學生發生懷孕事件，本校性別平等教育委員會應即成立處理小組，由校長擔任召集人，主任秘書擔任執行秘書，本校教務處、學生事務處、總務處等與本案學生課業、差勤、學習環境密切相關之處室及院系所主管為當然成員，必要時得另指定發言人，啟動本校之危機處理機制。知悉成年學生或已婚學生因懷孕而有協助需求者時，亦同。

(二)處理小組得聘請相關專業或有處理懷孕學生事件經驗之校內外人士為委員。

(三)處理小組依事件之需要，儘速擬妥處理分工表，統一事權，並設立單一受理窗口。

(四)處理小組共同商討與執行學生懷孕事件輔導及處理要點所定師生輔導、責任通報、經費籌措、整合社會資源及資料彙報等相關事宜。

(五)處理小組依職責劃分為輔導與行政任務分組，其主要任務如下：

輔導人員：

1、成立輔導團隊，其成員應包括本校心理諮商輔導中心主任、輔導專業人員、導師、校護，並得聘任校外輔導專業人士擔任諮詢顧問。

2、遴選合適之個案管理者，並依學生需要妥善分工。

3、輔導團隊擬定整體輔導計畫，並定期召開個案會議，適時修正計畫。

4、建立懷孕事件個案輔導紀錄，並依專業倫理妥適保存及管理其資料。

5、輔導內容應包括：

(1)提供懷孕學生個別輔導與諮商。

(2)提供懷孕學生相關決定作成之諮商與協助。

(3)提供多元適性教育之實施方案，協助學生完成學業，維護受教權。

(4)運用社會資源，協助懷孕學生待產時之安置問題，及協助懷孕學生生產後或已育有子女學生之托育需求。

(5)提供懷孕學生家庭諮詢與支持，並視需要提供另一方當事人協助。

- (6) 協助提供懷孕學生法律諮詢。
- (7) 協助相關社會福利資源轉介。
- (8) 提供處理小組與其他教師諮詢。
- (9) 協調提供孕程保健諮詢、嬰幼兒保育諮詢等衛生醫療協助。

行政人員：

- 1. 協助彈性處理懷孕學生學籍、出缺勤紀錄、成績考查或評量等事宜。
- 2. 視學生需要，結合相關資源，提供懷孕學生多元適性教育。
- 3. 整合校內外資源支援輔導人員。
- 4. 提供及規劃懷孕或育有子女之學生無障礙學習環境。

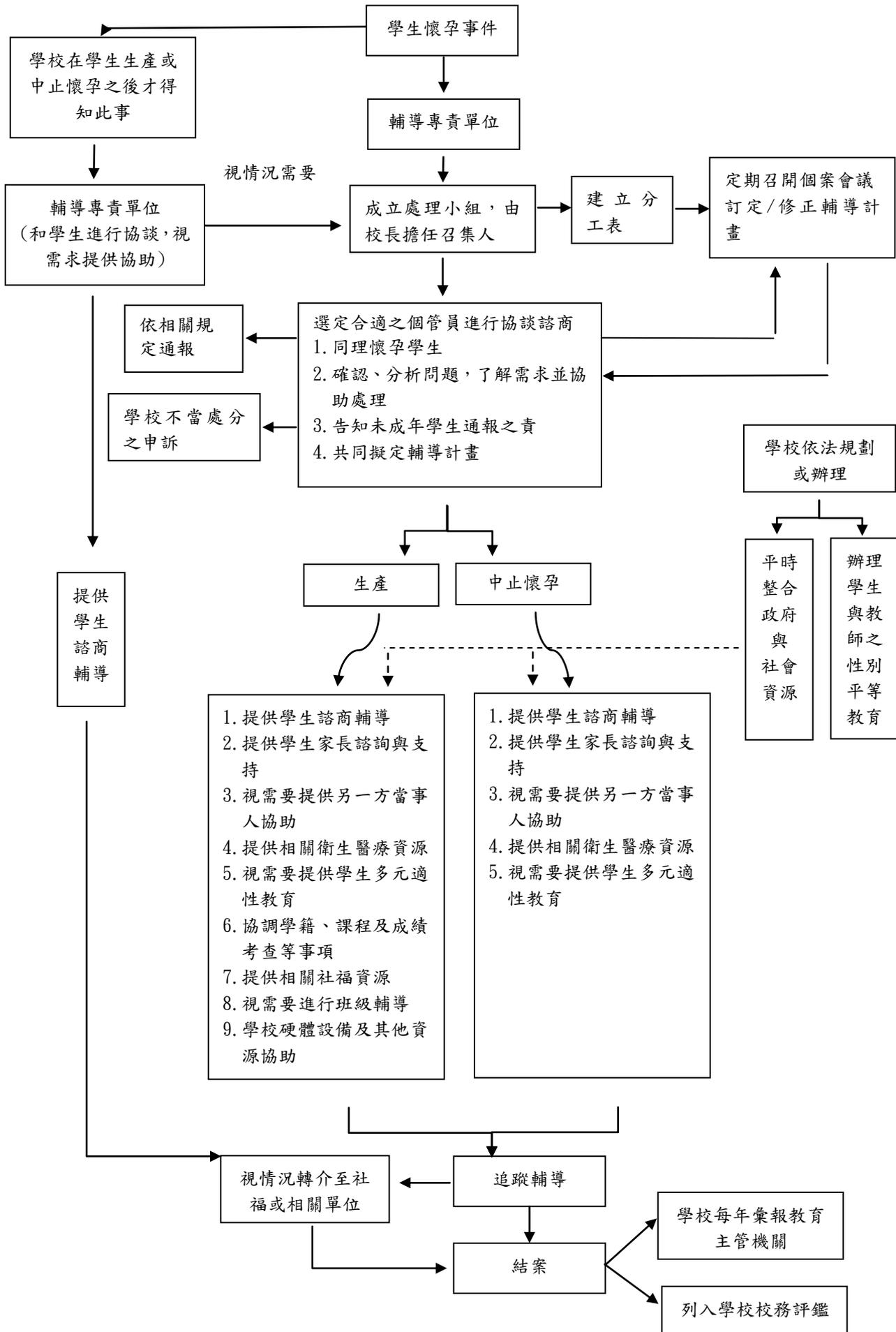
九、本校知悉學生有懷孕之情事時，其內容如屬依兒童及少年福利法、兒童及少年性交易防制條例、性侵害犯罪防治法及家庭暴力防治法或其他相關法規規定應辦理通報者，本校學生事務處應依規定確實辦理通報。

本校性別平等教育委員會應於每學年末將處理學生懷孕事件之概況通報主管機關教育部。

十、本校將預防及處理懷孕學生事件納入校務計畫，有效落實執行，以營造真正友善、無歧視、平等之校園環境。

十一、本要點經本校性別平等教育委員會審議，行政會議通過，陳請校長核定後實施，修正時亦同。

國立東華大學學生懷孕事件輔導與處理流程



國立東華大學學生懷孕事件輔導與處理作業要點

National Dong Hwa University Counseling and Handling Guidelines for Pregnant Students

2014.11.03 approved, 1st Semester, 1st Gender Equity Education Committee Meeting
2014.11.05 reviewed and approved, 1st Semester, 2nd Administrative Meeting

- I. This *Counseling and Handling Guidelines for Pregnant Students* (hereinafter referred to as “the Guidelines”) have been formulated by National Dong Hwa University (hereinafter referred to as “NDHU” or “the University”) in order to materialize the implementation of Article 14-1 of the *Gender Equity Education Act* and Article 11 of the *Enforcement Rules for Gender Equity Education Act* and provide all NDHU sectors with procedures (see Annex 1) for giving guidance to or dealing with pregnant students.
- II. All NDHU sectors shall uphold the spirit of diversity and tolerance when preventing and handling the pregnancy of students in order to safeguard both the basic human rights and the right to education of the students. The abovementioned matter shall be handled with professional ethics, respect of privacy, and necessary measures regarding confidentiality; meanwhile, the University shall integrate social resources and funds to provide pregnant students and students with children with proper assistance.
- III. The University shall implement gender equity education and sex education courses or activities to help students with the establishment of healthy and safe sexual attitudes and behaviors, the knowledge and skills of preventing unintended pregnancy. Furthermore, the University shall teach its faculty members, students, and parents to accept and care for pregnant students and students with children in order to actively protect their right to education.

The University shall incorporate both promotion and training upon the prevention and handling of student pregnancy and the enhancement of professional knowledge and skills into relate education activities or workshops.

- IV. The University shall actively help pregnant students or students with children to complete their studies in accordance with individual circumstances by applying flexibility to the execution of regulations related to student status, academic performance assessment, etc.

Matters, such as student status, academic performance assessment, leave of absence, making up classes, etc., when involving pregnant students shall be handled in accordance with the NDHU Academic Regulations and regulations of leave of absence for students.

- V. The University shall not take any improper action upon or request explicitly or implicitly pregnant students or students with children to suspend, transfer, withdraw or take a long leave due to their pregnant or child-rearing conditions.

Students who have been discriminated or improperly disciplined by the University shall file an appeal in accordance with the *Gender Equity Education Act* or other relevant laws, rules, and regulations.

- VI. The University shall improve campus facilities in order to provide pregnant students and students with children with a friendly and safe learning environment.

The abovementioned improvement includes providing pregnancy-friendly desks and chairs and breastfeeding rooms, regularly checking the condition of the alarms inside female toilets and all lighting equipment inside and outside buildings and on the hallways, and helping pregnant students to apply for on-campus parking lots.

- VII. The Office of Student Affairs has been assigned by the University as the one-stop counter for handling student pregnancy matters with an exclusive email address for pregnant students to actively seek help while keeping their privacy and dignity intact.
- VIII. The University shall handle student pregnancy in accordance with the following guidelines and work distribution.
- (I) Upon being aware that a student minor is pregnant, the NDHU Gender Equity Education Committee shall immediately establish a task-force with the NDHU President as the convener, the Secretary General as the executive secretary, all NDHU Offices (Academic Affairs, Student Affairs, General Affairs, etc.) and sectors, school deans and department directors specifically related to the pregnant student and her study, service, and learning environment as the ex officio members, and a designated spokesperson if necessary to activate the crisis management mechanism of the University. Same process shall apply to being aware that a mature student or a married student is pregnant and requires help.
 - (II) The task-force shall hire people from inside or outside the University who have related expertise or experience of handling student pregnancy matters if necessary.
 - (III) The task-force shall promptly draft the work distribution chart, unify duties and responsibilities, and set up a one-stop counter in accordance with the requirements of the matter.
 - (IV) The task-force shall discuss and implement matters related to teacher/student counseling, mandatory reporting, financing, integration of social resources, and data compilation and reporting stipulated by the Guidelines
 - (V) The task-force shall be divided into two groups, Counseling and Administration, in accordance with their duties and responsibilities as follows.

Counseling Group:

1. Establish a counseling team of which the members shall include the Director of NDHU Psychological Counseling Center, counseling professionals, class advisors, school nurses; counseling professionals outside of the University shall be hired if necessary.
2. Select appropriate case managers and properly divide duties and responsibilities in accordance with the needs of the students.
3. The counseling team shall make an overall plan and regularly holds individual case meetings to timely revise the plan.
4. Establish counseling records for individual pregnancy cases; the data shall be properly kept and managed in accordance with professional ethics.
5. The counseling shall cover:
 - (1) Provide pregnant students with individual guidance and counseling.
 - (2) Provide pregnant students with counseling and assistance for related decision making.
 - (3) Provide an implementational plan for multi-adaptive education to help students to complete the study and safeguard their right to education.

- (4) Make use of social resources to help pregnant students with their settlement while expecting childbirth and childcare after giving birth, and to help students with children with the needs for childcare.
- (5) Provide pregnant students with family counseling and supports; provide the other party with assistance if necessary.
- (6) Help pregnant students and their parents to obtain legal consultation.
- (7) Help with referrals to relevant social welfare resources.
- (8) Provide the task-force and other teachers with counseling.
- (9) Coordinate the acquisition and provision of healthcare and medical assistance, such as guidance on pregnancy care and infant/toddler care.

Administration Group:

1. Help pregnant students with their student status, class attendance, academic performance assessment, etc., in a more flexible manner.
2. Integrate related resources to provide pregnant students with multi-adaptive education if necessary.
3. Integrate on- and off-campus resources to support counseling personnel.
4. Provide pregnant students or students with children with or make plans for a barrier-free learning environment.

- IX. Upon being aware that a student is pregnant and the incident has been stipulated by *The Protection of Children and Youths Welfare and Rights Act*, the *Child and Youth Sexual Exploitation Prevention Act*, the *Sexual Assault Crime Prevention Act*, the *Domestic Violence Prevention Act*, or other pertinent laws, rules, and regulations demanding an official report from the competent authority, the University shall be obligated to make the report.

The NDHU Gender Equity Education Committee shall report to the education sector of the competent authority at the end of each academic year how the University has handled student pregnancy incidents and issues.

- X. The University shall incorporate the prevention and handling of student pregnancy incidents and issues into the school development plan for more effective implementation and to create a truly friendly, non-discriminating, and equal campus.
- XI. The Guidelines have been reviewed by NDHU Gender Equity Education Committee, approved at the Administrative Meeting and by the President before implementation. Same process shall apply to all amendments.

Procedures for Counseling and Handling Student Pregnancy Incidents

