



Anti-Bullying and Anti-Violence Plan 2018-2019

School : St. John Fisher Sr. Elementary

Goal: To prevent and stop all forms of bullying and violence targeting a student, a teacher or any other staff member.

Definitions:

Bullying: refers to any repeated (direct or indirect) behavior, comment, act, or gesture, whether deliberate or not, including in cyberspace, which occurs in a context where there is a power imbalance between the persons concerned and which causes distress and injuries, hurts, oppresses, intimidates or ostracizes.

Violence: refers to any intentional demonstration of verbal, written, physical, psychological or sexual force which causes distress and injures, hurts, or oppresses a person by attacking their psychological or physical integrity or well-being, or their rights or property.

Members of the anti-bullying & anti-violence team:

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Governing Board approval (date): June 19th, 2018

Balgovind Pande, Governing Board Chair

Deborah Shizgal, Principal

listed below should be considered as part of a general plan to promote a safe and caring school environment.

Proposed Actions:

- The St. John Fisher Sr. Elementary Code of Conduct will be distributed to all school members and parents annually. The Code will be discussed and referenced in communications with the school community throughout the year so it remains an active document within the context of this plan.
- St. John Fisher Sr. Elementary is committed to the goals and objectives of the LBPSB Digital Citizenship Project and its implication in this plan.
- St. John Fisher Sr. Elementary will continue to implement programs related to anti-violence and anti-bullying over the course of each school year. These programs include:
 - Peaceful Schools Initiatives
 - Peer Mediation
 - Student “team building” excursions at the beginning of the school year
 - Phys Ed Intramurals (lunch & recess)
 - Student Social Action Committee Initiatives
 - Collaboration with the Pointe Claire Police Station 5 Community Officers
 - Community Initiatives (Bayview Seniors’ Residence, Pte-Claire Legion, Food Bank
 - LBPSB Student Peace Summit
 - Free The Children “We Day”
 - “Pat on the Back” student assemblies
 - Pink T-Shirt Day (anti-bullying month)
 - Staff professional development using Board and community consultants
- St. John Fisher Sr. Elementary will survey students and staff regularly to determine where the ‘hot spots’ are for bullying and violence are located, resulting in increased adult supervision in these areas.
- St. John Fisher Sr. Elementary will commit to a minimum of one presentation annually by an outside organization. (team building activity, community partnership, play, concert, etc.) which focuses on the theme of anti-violence or anti-bullying.
- St. John Fisher Sr. Elementary will engage in ongoing student/teacher/staff/Governing Board information sessions on bullying and prevention.

Fisher Sr. Elementary commits to periodic follow-up communication with the victim of bullying, and his/her parents to ensure that the measures taken have been successful.

- Possible interventions to establish partnerships with parents: identify students with behavioural difficulties – school Principal/teacher makes initial contact at the beginning of the year to discuss how ‘we’ want the year to be successful for the student. For students with behavioural challenges, contact (email, note, telephone call) home when positive behaviours are seen.

4. Procedures for Reporting:

All members of the St. John Fisher Sr. Elementary Community are entitled to a safe, non-threatening and easily accessible process for reporting incidents of bullying or violent behavior regardless of whether they are victims, witnesses or a reporting party. It is understood that our process is designed to facilitate and encourage, not impede, the reporting of incidents.

Proposed Actions (Students):

- St. John Fisher Sr. Elementary guarantees confidentiality for parties reporting incidents of bullying and/or violence. At the same time, we guarantee that the identified perpetrator is fully apprised of the details of the report made against him/her.
- Any St. John Fisher Sr. Elementary student who witnesses an act of bullying or violence is responsible to tell a staff member at school, and an adult at home so as to allow those adults to follow-up with reporting as they see fit and necessary.
- Once a student has made a verbal report of a bullying or violent incident, he/she provides a written report of what has taken place with a verbal account provided to an adult. This is providing the student is capable of producing said report.
- St. John Fisher Sr. Elementary confirms that any verbal report given to a staff member from a student must be documented and followed-up as needed.

Proposed Actions (Parents):

- Members of the St. John Fisher Sr. Elementary parent community who are made aware of a bullying situation or act of violence involving either their own child or another student of the school are obliged to contact the school Principal, their designate or classroom teacher. This contact and subsequent follow-up will be documented by St. John Fisher Sr. Elementary personnel.
- Within two days of receiving the report, the reporting parent will be contacted by the school, to be assured that the situation is being investigated and that appropriate action(s)

- Any St. John Fisher Sr. Elementary student who witnesses an incident of violence or bullying must report the incident to the appropriate staff member in the school using the established protocols (refer to 4 in this plan).
- Any member of the St. John Fisher Sr. Elementary Parent Community who is witness to an act of bullying or violence is obliged to report that incident directly to the school administration. The steps that are undertaken include investigation of the report, appropriate measures taken and appropriate follow-up as per Section 4 of this plan.

Note: All St. John Fisher Sr. Elementary reports regarding incidents of violence and/or bullying must be forwarded to the appropriate Regional Director in cases where students are excluded from their regular course of studies as a consequence of their actions.

6. Measures to Protect Confidentiality:

As part of the investigative and follow-up processes, St. John Fisher Sr. Elementary is committed to maintaining fair, accurate and confidential records of each reported incident of bullying or violence, regardless of the investigative outcome. These records will include specific details on the incidents in question, the steps taken by the school as a consequence of its investigation and indication of intended follow-up. St. John Fisher Sr. Elementary is committed to keeping these records confidential and secure so as to protect all parties regardless of their role in the incident.

Proposed Actions:

- The St. John Fisher Sr. Elementary anti-violence/anti-bullying plan will be reviewed annually and all staff members are reminded that every incident and the follow-up must be kept confidential.
- All reports of bullying and/or violence will be kept in a secure location under the supervision of the school principal or his/her delegate.
- The above named reports will be kept in a distinct file from the Cumulative File or Confidential File of an individual student.
- In all instances and procedures, sensitivity to the fears and feelings of all parties must be kept in mind.
- Members of the St. John Fisher Sr. Elementary Community agree that in all cases involving minor students, information shared should be on a need to know basis only.
- All parties acknowledge that St. John Fisher Sr. Elementary personnel are not obliged to share information about another student with anyone but other staff and parents of that student.

- St. John Fisher Sr. Elementary may implement a structured supervision plan of the perpetrator during free time where he/she is shadowed and monitored in his/her actions. This supervision plan will include a gradual release back of free time (e.g. 5 minutes each day) depending upon the perpetrator's conduct during the supervised periods.
- In-school suspension supervised by St. John Fisher Sr. Elementary personnel.
- Reflection Time
- Resource Support
- Resource room periods with stated objectives with respect to reflection and discussion of offending conduct.
- Restorative Justice
- Community Service either inside or outside of the school setting.
- Out-of-school suspension
- Out of school suspension with progressive re-entry.
- Out-of-school suspension with re-entry meeting with parents and students. A plan is developed for the student and agreed to by all. Teachers and staff implicated are informed of the plan.
- Involvement of the Police
- Cours a domicile / Home Study
- Recommendation to move the student to another school or to expel from the Board.
- Referral for outside services (i.e. anger management program)
- **Clearly articulated progression of consequences:**
 - 1st Offense: Reflection and mediation takes place (students & staff member/principal) and parents are involved. The community officers maybe involved.
 - 2nd Offense: The student is given an in-school suspension with the loss of basic school privileges. Parents are contacted and community officers involved.
 - 3rd Offense: The student is suspended from school and the victim's parents are encouraged to press charges.
 - 4th Offense: The student is suspended and the police become more heavily involved (i.e. a police report is made) and the student is sent to a planning room in another school with a progressive re-entry plan implemented.