

NAME OF SCHOOL

Level of instruction: Secondary I-V

Number of students: approx. 860

* Date of GB approval

* Date of Action Plan revision

Principal's Signature: _____

Governing Board Chairperson's Signature: _____

Quebec Education Act (QEA)

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

Violence: 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.

EMSB Safe Physical and Cyber Environment Policy (2013)

The English Montreal School Board (EMSB) believes that every member of its community has the right to learn and work in a safe physical and cyber environment. The EMSB advocates a strong safety and prevention focus which includes student education and support, as well as professional development as per the Quebec Education Program (Q.E.P.) and the EMSB's Strategic Plan.

Our Safe School Action Plan

This plan outlines the measures for preventing and responding to acts of bullying, violence, or discrimination in our school in accordance with the EMSB Safe Physical and Cyber Environment Policy and the Quebec Education Act (QEA).

Our school is committed to providing our students with a safe and caring learning environment. We encourage all members of our school community to act with respect and kindness towards others. Our school expects students, parents/guardians, and others who witness or learn about an act of violence, bullying or discrimination of any sort involving a student to report it promptly. Our school administration will take the necessary steps in investigating reports and ensuring safety for those concerned.

Safe School Team

Our Safe School team is working to ensure safety and maintain a positive school environment. Every year, members of our team review and update our Safe School Action Plan. Our Safe School Team members are:

- Tony Pita Principal
- Steven Manstavich Vice-Principal Coordinator
- Catherine Lumsden Vice-Principal
- Michal Wineberg Guidance Counsellor
- Chad Du Mond Guidance Counsellor
- Howard Held Social Worker
- Sadia Di Pietro School Community Animator
- Jan Mateus MindPOP Resource
- Cristina Almeida Teacher/MindPOP Resource
- George Fowler Child Care Worker
- Dwayne Linton Child Care Worker
- Jagdeep Trehin Spiritual and Community Animator
- Madeline Crist Youth Counsellor

School Climate

Assessing the school climate helps us understand how safe students feel in their learning environment and allows us to reflect on what improvements we can make to reduce the potential of bullying, violence and discrimination. Our school collects data from the following sources:

- *Our School Survey*
- Disciplinary sanctions related to violence and bullying
- Frequency of mediation sessions involving students
- MindPOP survey (grade 7)

Based on our data analysis, we have established the following priorities for the coming school year:

- Maintain communication between staff and students by continuing to foster positive relationships within the framework of our curricular and extracurricular programs
- Increase staff and students' awareness regarding bullying, violence, or discrimination by using the prevention strategies outlined in this document
- Use a restorative approach to reintegration of students after event

- Educate staff and students by integrating social justice issues, specifically bullying, violence or discrimination, in certain curricular subject areas
- Decrease the number of students who experience victimization resulting from bullying, violence, or discrimination (as reported via Our School Survey) by promoting an environment of acceptance through the ERC/Ed. Tech./ Visual Arts/ Drama/ World History/ MindPOP curriculum and through a variety of activities, programs, and events

Prevention

As part of a wider effort to increase protective factors and educate on issues related to bullying, violence, or discrimination, our school will implement:

- Bullying Awareness Week
- Pink Shirt Day/Orange Shirt Day
- SPVM Workshops and Theater productions on bullying and cyberbullying
- Secondary 1 Parent Seminar – Social Media: Keeping Kids Safe in the Digital World
- Staff sensitization to social pressures regarding academic standings and Individualized Education Plans
- ERC/Visual Arts/Ed. Tech./ Drama/ World History/ MindPOP curriculum

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- The roles and responsibilities of every student related to bullying are included in the Student Agenda and Course Selection Form
- Promotion and enforcement of moral and legal obligations of reporting incidents of bullying, violence or discrimination
- Mediation Program (via Student Services Department)
- Anonymous Bully Box
- Holocaust Memorial Museum Visit
- Holocaust Remembrance Day
- MindPOP program
- Choices Program
- LGBTQ+ club
- Diversity Caravan
- Wellness Committee
- Black History Month Activities
- Action Against Islamophobia Day
- Camp LIFT
- Big Brothers, Big Sisters program
- Feminism Club
- Social Justice Club
- Random Act of Kindness Club

Collaborating with Families

Families are instrumental in helping schools prevent, detect, and resolve incidents of bullying, violence, or discrimination. Through such means as organized events, distribution of information sheets, newsletters posted on the school website, presentations and individual meetings, our school will actively support and encourage families to:

- Recognize signs of distress in their child
- Understand the difference between conflict and bullying, violence, or discrimination
- Report and/or encourage their child to report suspected acts of bullying, violence, or discrimination to the school administration
- Reinforce pro-social behaviours in their child
- Collaborate with school staff in finding solutions if their child is involved in acts of bullying, violence or discrimination

Response Procedures

Our school is committed to ensure that professional and teaching staff members receive ongoing training on how to respond appropriately when witnessing or being made aware of harmful behaviours. Claims of bullying, violence, or discrimination will be investigated according to guidelines established in our school. Emphasis will be on assuring safety, promoting accountability with consideration to mitigating factors, and repairing harm.

Reporting Procedures

The protocol for reporting incidents of bullying, violence or discrimination will be described in the Course Selection form, student agenda, and school website. The protocol will explain that:

- All reports of bullying are kept strictly confidential
- Students or their parents/guardians, and staff are required to report any acts of bullying
- Anonymous Bully Box available to students

Measures to Protect Confidentiality

Our school pledges to take steps to protect the confidentiality of the persons involved in a bullying, violence, or discrimination incident. Our staff and families will be reminded that they are to share information about an incident strictly on a need-to-know basis with consideration to the feelings and privacy of individuals. Reports will be kept confidential in a secure location. The Department of Youth Protection and/or Police may be contacted when a criminal act or threat of a criminal act may be involved, or if there are concerns regarding a student's safety and security.

Supervisory & Support Measures

Our school professionals and staff may take the following steps to support any student who has been involved in, targeted, or affected by bullying, or discriminatory behaviors:

- Consultation with Guidance Counsellor/Youth Counsellor and other appropriate school professionals
- Mediation sessions
- Meeting with parents/guardians
- Relevant educational activities for students
- Monitor and follow-up after resolution
- Consult with the RWA Spiritual and Community Animator

Disciplinary Measures

If after investigation, claims of bullying, violence or discrimination are confirmed, the Principal or designee will determine what disciplinary measures will be required. The school's disciplinary measures will be formative, fair (considering the nature, severity & frequency of act as well as any other mitigating factors) and respect legal requirements regarding

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the confidentiality of students. In line with the EMSB Safe Physical and Cyber Environment policy, The Department of Youth Protection and/or Police may be contacted when a criminal act or threat of a criminal act may be involved.

Follow-Up Measures

Our school will take necessary steps to protect students from harm or retaliation after an incident has occurred. The school will ensure a proper follow-up by:

- Documenting the investigation process, interventions, and communications with parties involved
- Maintaining communication with families and students involved in the incident
- Verifying that internal/external support services are offered as required
- Checking in with students to ensure well-being and to prevent escalation or retaliation
- Providing educational services to the wider school population if the incident reflects a larger problem within the school
- Consultation with a Safe School Action Team Member

For more information or inquiries, please contact:

T. Pita Principal tpita@emsb.qc.ca 514-489-8454

S. Manstavich Vice-Principal smanstavich@emsb.qc.ca 514-489-8454

C. Lumsden Vice-Principal clumsden@emsb.qc.ca 514-489-8454

Resources

We encourage members of our school community to be informed on bullying, violence or discrimination prevention by consulting the following:

- <https://kidshelpphone.ca/>
- <https://www.prevnet.ca/>
- <https://needhelpnow.ca/app/en/>
- <https://protectkidsonline.ca/app/en/>
- <https://mediasmarts.ca/>
- <http://www.batshaw.qc.ca/en>
- <https://accmontreal.org/program/sexted/#content>