



EMBM

ÉCOLE MONSEIGNEUR BLAISE MORAND
À LA DÉCOUVERTE DE LA FOI ET DU FRANÇAIS EN FAMILLE.

Bullying Policy- École Monseigneur Blaise Morand

I. Preamble

As part of a community rooted in gospel values, all students of École Monseigneur Blaise Morand have the right to a caring, respectful, and safe school environment that is free from all forms of bullying. École Monseigneur Blaise Morand is committed to creating and maintaining a learning environment where all are treated with respect and dignity. The school recognizes its responsibility to provide education regarding bullying, and to provide students and their families with opportunities to resolve situations that may occur.

At École Monseigneur Blaise Morand, we take every possible bullying incident seriously. We believe that bullying adversely affects the fundamental mission of our school to discover faith and French as a family . Bullying is detrimental to the learning success and well-being of children and youth and is in contradiction of a community that bases itself in seeing Christ in one another. Bullying in any form will not be tolerated.

II. Bullying Defined

Bullying is...

A destructive relationship problem that can be a precursor to harassment and other forms of violence. Bullying includes physical, verbal, and/or social acts (including social media/digital communication) that are used in order to gain power and control with the intent to cause hurt and/or pain. Often these acts are done repeatedly, are pre-planned, and the bully is aware and in control of his/her actions.

Bullying is not...

Conflict, playfighting, rough and tumble play and playful teasing among friends of equal power. It is through such interactions that children learn the skills necessary to make friends, resolve conflicts, and develop positive relationships with others (Sullivan, 2000).

III. Roles and Responsibilities:

At École Monseigneur Blaise Morand, addressing bullying behaviours is a shared responsibility that includes school administrators, school staff, parents/guardians, students, the School Community Council, and the community at large.

Administrators:

- vigilant supervision of classroom, playground, and transition times;
- implement a comprehensive bullying prevention strategy at the school level;
- survey teacher/staff, students, parents and community members to determine the extent and nature of bullying and how effective interventions are at reducing bullying problems;
- annually monitor and review school level policies and practices to reduce and prevent bullying;
- communicate with the teacher and other staff members about reported incidents of bullying to determine whether it is appropriate to contact parents/guardians of the students involved in the incident;
- communicate with the teacher about reported incidents of bullying to determine a course of action;
- communicate with teachers about further assistance from school division personnel and school personnel, appropriate mental health or child protection services, and the police, when appropriate;
- keep confidential files regarding bullying incidents and action plans undertaken by the school, parents/guardians, and students involved;
- support the individual or parent/guardian in making a decision to report the incident to police for further investigation when warranted;
- determine appropriate disciplinary actions at the school level

Teachers and other school staff:

- vigilant supervision of classroom, playground, and transition times;
- participate in the development of a school bullying prevention policy consistent with division policy;
- promote and use caring, respectful, and safe school and classroom practices;
- participate in professional development/learning opportunities related to bullying prevention;
- build bullying prevention into daily instruction that encourages students to report incidents of bullying;
- respond promptly and appropriately to instances of bullying;
- communicate with in-school administrators, other staff (as appropriate) and

- parents/guardians about instances of bullying and involve them in seeking solutions;
- record and report instances of bullying to the in-school administrator and monitor instances of bullying and their resolution;
- determine with in-school administrators whether further assistance from school personnel and school division personnel, human service providers or the police is warranted and follow school division protocols in these matters;
- participate in annual monitoring and review of school level policy and practices to reduce bullying

Students:

- respect the safety, well-being and property of school staff and fellow students;
- contribute to a caring, respectful and safe school and classroom learning environment;
- participate in the development and support of the school's bullying prevention policy;
- take a personal stand against bullying and participate in bullying prevention activities at the school;
- report all acts of bullying experienced or observed to a school staff member or parent. Remember that doing nothing contributes to the problem.

Parents/guardians:

- report instances of bullying to the school and work with the school to resolve the issue;
- remember that these issues can be complex and that multiple perspectives will be considered
- contribute to a caring, respectful and safe school environment;
- participate in the ongoing development of the bullying prevention policy;
- support the bullying prevention policy;
- work with the school to reduce instances of bullying. Remember that doing nothing contributes to the problem.

School Community Councils:

- contribute to a caring, respectful and safe school community;
- encourage and facilitate parent and community engagement in the development of bullying prevention policies and practices in support of school division priorities in this area;
- support implementation of school level policies and practices to reduce instances of bullying;
- assist in the monitoring and reporting of progress related to the prevention and reduction of bullying;
- include bullying prevention strategies within the development of the local learning improvement plan;
- communicate information about bullying and initiatives to prevent it to parents/guardians of EMBM students.

IV. Bullying Prevention Strategy

We believe that an important factor in preventing bullying incidents is education. École Monseigneur Blaise Morand provides students with the following opportunities to learn about building healthy relationships:

- a. All programming at École Monseigneur Blaise Morand guides students in becoming disciples of Christ.
- b. All classrooms develop and adopt a social contract at the beginning of the year.
- c. Teachers discuss bullying with students early in the school year using the age-appropriate resources.
- d. The program PeaceWorks, an internationally recognized peace building initiative, is available for use in classrooms
- e. Other programming through partner agencies may be accessed to help students identify their feelings and needs and how to appropriately respond to them.
- f. Other community supports are provided as they are available (i.e. R.C.M.P.).

V. Process for Addressing Bullying Incidents

A. Informing the school that a bullying incident has occurred:

1. Inform the school that a bullying incident has/may have occurred. This can be done by directly speaking to a member of the school staff, making a phone call, or sending an e-mail.
2. Be prepared to be asked for further information or clarification regarding the incident after the initial report has been made.

B. When a bullying incident occurs or is reported, the following steps will be taken:

1. The in-school administration, classroom teachers and/or other school staff will respond by providing a clear message that bullying will not be tolerated.
2. The in-school administration and classroom teacher(s) will intervene as quickly as possible to address the bullying incident. The administrator or teacher will;
 - a. To the degree that it is in the scope of the influence of the school, stop the behaviour, and then clearly communicate that the behaviour is not allowed.
 - b. Identify the bullying behaviours.
 - c. Refer to classroom and school rules.
 - d. Resist any temptation to dismiss the behaviour as developmental.
 - e. Meet with the student(s) separately if required.
 - f. Follow up with appropriate action, remediation, and/or consequences. Consequences will be determined by considering the age and maturity of the students, the nature, frequency, and severity of the behaviour(s), the context in which the incident occurred, other circumstances that may play a role, and division and school policies and procedures.
 - g. Document the behaviour as well as the action taken
3. Communication between school staff and in-school administration regarding bullying incidents shall occur in a timely fashion

4. The school will contact the parents/guardians of those involved as soon as possible.
 - a. All information regarding complaints or incidents of bullying must be treated confidentially. When speaking with parents/guardians, the school will not disclose the details of disciplinary measures used with other students.
 - b. Parents/guardians will be invited to collaborate with the school on a solution.
5. The incident will be documented and filed.
6. The classroom teacher(s) will monitor the action plan, keep the in-school administration and parents/guardians informed and keep the file up to date.
7. When efforts to stop the bullying are unsuccessful, the in-school administration and classroom teacher(s) will request separate meetings with the parents/guardians involved and suggest further supports and consequences to resolve the problem.
8. When an incident puts anyone's safety at risk or is a criminal offence, in-school administration, school staff, and parents/guardians shall contact the police.

C. Procedure to be followed when meeting with a student (investigation procedure):

When it is necessary to interview students (those exhibiting bullying behaviour, those being targeted and the bystanders), students will be interviewed separately in order to avoid further victimization:

a. Engage the target

- i. Focus on his/her safety
- ii. Reassure him/her that the bullying behaviour will not be tolerated and that all possible steps will be taken to prevent recurrence
- iii. Ask what happened and how s/he feels about it
- iv. If necessary, refer the student being targeted to the school counsellor
- v. When appropriate, ask the student to log and report any future bullying situations.
- vi. Follow up with the student on a regular basis.

b. Engage the student(s) exhibiting the bullying behaviour. Have the student identify the issue using an "I statement". If s/he is unable to name the behaviour, the interviewer may prompt the student.

- i. Ask questions and gather information.
 - What led to the bullying incident?
 - What caused you to choose this behaviour?
 - What was wrong with your behaviour?
 - What could you do differently next time?
- ii. Remind the student of school rules and expectations.
- iii. Administer appropriate consequences as outlined in the school's discipline policy and remediation where appropriate.
- iv. Take action to prevent further bullying or retaliation.

c. Engage the bystander(s) and/or defender(s)

- i. Have the student identify the problem as observed or heard.
- ii. Ask questions and gather information.
 - What was your behaviour?
 - What caused you to choose this behaviour?
 - What, if anything, could you do differently next time?
- iii. Remind the student of the school rules and expectations and praise any efforts made to stop or report the incident.
- iv. Take action to prevent retaliation against the bystander(s) and/or defender(s).

VI. Review of This Policy

École Monseigneur Blaise Morand will involve school staff, students, parents, the SCC and the community at-large in annual review of the bullying prevention policy and practices to determine what is working and what needs to be strengthened to reduce bullying.

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