

Safe School Action Plan for the year 2018-2019

Rosemount High School

Level of Instruction: Secondary 1 through 5

Number of Students: 365

Date of Governing Board Approval: June 5, 2018

Date of Action Plan Revision: 2017-2018

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 and violence in our school in accordance with the EMSB Safe Physical and Cyber Environment Policy and the Quebec Education Act (QEA).

Rosemount High School operates on a simple, yet critical principle which is RESPECT. Respect for the rules and procedures that have been adopted by the school community, and respect for all members of that community. As such, all students are responsible for being aware of, and adhering to, these rules and procedures at all times; as well as being respectful to those around them and behaving in an appropriate manner. RHS students are expected to treat each other as equals. As such, actions such as bullying will not be tolerated.

As a rule, we try to prevent bullying before it starts. To that end, Rosemount High School is committed to working towards eliminating all forms of bullying and violence in its community and to taking a regular measure of its school climate as it relates to these particular issues. This is a process in which all stakeholders hold responsibility.

Parents are encouraged to speak to their children about respect for others, take appropriate action at home when there are problems of this nature and cooperate with the school should an incident arise. Teachers must be vigilant in their instruction and supervision of students and address any issues brought to their attention. School administration and professional staff will educate students and raise awareness about the issue through classroom visits and awareness campaigns such as Anti-Bullying Assemblies. The guidance counselor and spiritual animator will mediate conflicts between students in a safe and respectful environment. Students are encouraged to seek help in situations of conflict before it escalates into a larger problem.

Safe School Team

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

<i>Mr. Marco Gagliardi</i>	<i>Principal & Team's Coordinator</i>
<i>Mr. Andrew Mangal</i>	<i>Vice-Principal</i>
<i>Mr. Akim Munro</i>	<i>Teacher</i>
<i>Ms. Aurora Triassi</i>	<i>Librarian</i>
<i>Ms. Emilie Bertrand</i>	<i>Teacher</i>
<i>Mr. Allan Hoyte</i>	<i>Behaviour Tech</i>
<i>Ms. Britt Dash</i>	<i>Guidance counselor</i>

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 and violence. Our school collects data from the following sources:

- Tell Them From Me survey
- Internal school surveys
- Bullying Reporting forms
- MDT (Multi-Disciplinary Team) meetings
- Comments Box

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

- Promotion of leadership and education of Digital Citizenship with cycle 1 students
- Building of self-confidence & self-respect, especially among our Cycle 1 girls.
- Increase awareness with regards to issues of discrimination, all forms of racism, sexism, homophobia, etc.

Prevention

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

- Maintain or reduce our existing low rates of victimization among the student population by continuing with our initiatives which include our house system and interventions with guidance counsellor.
- Encourage both students and staff to report bullying incidents to administration or do so anonymously through our bullying reports.
- Encourage positive leadership skills among students via our student leader program and house system.
- Strengthen interpersonal relationships among students at all levels
- Reduce and prevent the number of incidents of negative interactions among student body
- Promote citizenship and respect among all students and staff members through educational projects with the spiritual community animator.
- Promote Kindness Month activities (February)
- Hold Cycle 1 cyber-bullying workshop to raise awareness
- Continue with Pink t-shirt Day and bake sale
- Conduct activities for Day to Combat Homophobia and Transphobia
- Hold GRIS Montreal presentations to Sec. 2 and 3 on LGBT issues
- Promote anti-bullying projects in ethics classes

- Work with Project L.O.V.E. (Leave Out Violence)
- Conduct social skills groups to help students acquire skills to make friends, allowing them to be part of a group and not feel excluded.
- Adopt a House System in the school to foster teamwork, friendship, and a sense of belonging.
- Conduct presentations led by guidance counselor for sec. 1 to sec. 5 students (peer pressure, bullying, and resources available at school)
- Conduct presentations led by the behavior technician and school librarian for sec. 1 to sec.5 students with pre-identified workshops at each level.
- Cell phone policy within school hours has changed to ensure more appropriate use of such items.
- Conduct presentations led by the school social worker and nurse for sec. 1 to sec. 5 students with pre-identified workshops at each level.
- Provide an anonymous bullying reporting system through an official bullying form.
- Present the documentary “Bully Project” to students in order to raise awareness and generate discussion between staff & students.
- Focus on the role of bystanders who witness bullying and/or violence in school by stressing the importance of reporting to authority.
- Create cyber-bullying awareness manual and acceptable use policy for staff to use with students
- Have a Secondary 1 orientation and team-building trip in the Fall

- Have Youth and Philanthropy Initiative Program for all secondary 3 ethics students

Collaborating with Families

Families are instrumental in helping schools prevent, detect and resolve incidents of bullying and violence. 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 youth.*
- *Understand the difference between conflict and bullying.*
- *Report suspected acts of bullying or violence to the school administration.*
- *Reinforce pro-social behaviours in their youth.*
- *Collaborate with school staff in finding solutions if their youth is involved in acts of bullying or violence.*
- *Organize workshops on drug awareness for parents*
- *Organize workshops on social media for parents*

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 and violence 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 and or violence will be described in the student agenda and school website. The protocol will explain that:

- *Students are provided with confidential, safe and age-appropriate ways to report an incident (e.g. by talking to a staff member, by submitting a note in a designated box, etc.).*
- *Staff members complete a reporting form to alert the administration to investigate and follow up promptly after an incident has occurred.*
- *Parents/guardians can report to (their child's teacher, school administrator, behaviour technician...) in person, with a direct phone call or by email*

Measures to Protect Confidentiality

Our school pledges to take steps to protect the confidentiality of persons involved (victim, aggressor, witness) in a bullying or violent 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.

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 behaviors:

- *Consultation with guidance counselor and other appropriate school professionals.*
- *Meetings with parents/guardians to reinforce social skills building activities at home.*
- *Provide relevant educational activities for students.*

Disciplinary Measures

If after investigation, claims of bullying or violence 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 the confidentiality of students.

In line with the EMSB Safe Physical and Cyber Environment policy, 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 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.*

Resources

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

- www.NeedHelpNow.ca
- <https://www.kidshelpphone.ca/Teens/Home.aspx>
- <http://www.prevnet.ca/>
- <http://mcgill.ca/definetheline/>

For more information or inquiries, please contact: