

## What is Bullying?

### The Definition:

Any **repeated** direct or indirect behaviour (including use of cyberspace), intended to hurt, oppress, intimidate or ostracize, where there is an imbalance of power between the persons involved

#### **BULLYING:**

- CAUSES DISTRESS
- REPETITIVE IN NATURE
- PRESENCE OF POWER IMBALANCE

#### **VIOLENCE:**

- INTENTIONAL VERBAL, PHYSICAL, PSYCHOLOGICAL OR SEXUAL FORCE
- CAUSES DISTRESS AND/OR HARM
- ATTACKS PHYSICAL OR PSYCHOLOGICAL INTEGRITY AND/OR RIGHTS/PROPERTY

Incidents such as fighting, conflicts, teasing, rudeness, being mean, having a tantrum/meltdown, an accident that causes harm, are **NOT considered bullying unless the above 3 conditions are met.**

## The Anti-Bullying and Anti-Violence Plan

In 2012, Bill 96, "An Act to Prevent and Stop Bullying and Violence in Schools" was passed in Quebec. As a result, an Anti-Bullying and Anti-Violence Plan (ABAV) must be maintained in every school to prevent all forms of bullying, violence and sexual violence. The following is a summary of the ABAV Plan adopted by New Frontiers Schools, based on the requirements outlined in Bill 96. Please contact your school to review details of the school-specific ABAV plan.

### Measures To Prevent Bullying (Element 2)

In NFSB schools, measures in place to prevent bullying and violence (including acts motivated by racism, homophobia, targeting of sexual orientation, sexual identity, disability or a physical characteristic) include:

- An ongoing analysis of the situation prevailing at the school with respect to bullying and violence (Element 1)
- Clear, reinforced Codes of Conduct (please see school website or student agenda)
- Ongoing communications for students, teachers, and parents/guardians about recognizing and responding to bullying
- School-based activities that encourage social engagement, sense of belonging and inclusivity
- Provision of sexuality education curriculum and support from sexuality education consultant

(please consult your school's plan for more details)

### Parental/Guardian Involvement (Element 3)

Creating a healthy and secure environment, as well as stopping bullying and violence, requires support from all stakeholders. The following measures are in place to ensure collaboration of parents/guardians:

- Informing parents of the school's Code of Conduct (on website and/or agenda, and/or curriculum night, etc.)
- Access to the school's ABAV plan upon request
- Ongoing communication between the principal and parents/guardians of children who are being bullied, and those who are engaging in bullying behaviours

## Reporting and Intervention Procedures (Elements 4, 5 and 6)

An incident of bullying and/or violence can be reported verbally (in person or by phone) or in writing (by email or by letter addressed to school administration). The procedures for reporting and/or intervening in an incident at school (including extracurricular activities) include, but are not limited to:

<b>Student(s)</b>	<ul style="list-style-type: none"> <li>▪ should intervene if their well-being is not threatened</li> <li>▪ should report incident to a staff member, teacher, and/or parent/guardian</li> <li>▪ can write a note to report an incident and are encouraged to include their name for follow up</li> </ul>
<b>Staff and/or Principal</b>	<ul style="list-style-type: none"> <li>▪ must intervene immediately to ensure the safety and security of all parties</li> <li>▪ must inform the principal</li> <li>▪ must document the incident (and ensure confidentiality*)</li> <li>▪ the person in charge of the incident must:               <ul style="list-style-type: none"> <li>- Interview student(s) exhibiting bullying behaviour and the target/victim(s) separately to avoid further victimization of the target</li> <li>- Reassure them that the bullying behaviour will not be tolerated and that all possible steps will be taken to prevent a reoccurrence</li> <li>- Inform parent(s)/guardian(s) of the incident and subsequent intervention</li> <li>- Use intervention strategies** that protect the anonymity of persons who report or provide information</li> </ul> </li> </ul>
<b>Parent/Guardian</b>	<ul style="list-style-type: none"> <li>▪ must inform the classroom teacher, or the school principal, of any act of bullying or violence</li> </ul>
<b>Principal</b>	<ul style="list-style-type: none"> <li>▪ must review all bullying and violence complaints and determine the appropriate course of action (see your school's plan for details)</li> </ul>

\* NFSB schools ensure confidentiality for all parties by documenting incidents on a digital database with restricted access.

\*\* For acts of sexual violence involving a perpetrator of 12 years of age or older, the administration must contact the pertinent department of New Frontiers School Board prior to applying interventions.

## Supervisory and/or Support Measures (for the victim, perpetrator, witnesses, bystanders; Element 7)

It is the responsibility of every adult staff member to use challenging situations as opportunities to help students improve their social and emotional skills, accept personal responsibility for their learning environment, and understand consequences of poor choices and behaviours. Supervisory and support measures are applied on a case-by-case basis with special consideration to the context of each incident.

Consequences may be applied alongside remediation measures (which may include reflection on behaviours, learning pro-social skills and making amends to those affected). Examples of measures to supervise and/or support **may** include:

<b>For Victims</b>	<ul style="list-style-type: none"> <li>▪ Create a safe environment to allow the victim to explore their feelings about the incident</li> <li>▪ Develop a plan to ensure the student's emotional and physical safety at school</li> <li>▪ Offer support to develop skills for overcoming the negative impact on self-esteem</li> </ul>
<b>For Student who is Bullying or Exhibiting Violent or Sexually-Violent Behaviour</b>	<ul style="list-style-type: none"> <li>▪ Develop an intervention plan with the student (identify ways to solve the problem and change behaviours, including restorative measures, etc.)</li> <li>▪ Meet with the parent(s)/guardian(s) to develop a recovery plan agreement; ensure understanding of school rules, expectations, and the consequences of bullying or violence on all involved; and, to clearly outline the consequences if the behaviour continues</li> <li>▪ Support for additional social skills training such as impulse control, anger management</li> </ul>
<b>For Witnesses</b>	<ul style="list-style-type: none"> <li>▪ An intervention may be held with any witnesses to determine their role in the incident.</li> <li>▪ If the incident witnessed is severe, witnesses are met in a group or individually, to debrief the event, discuss their role and to determine more appropriate actions in the future.</li> </ul>

<b>For Student Bystanders</b>	<ul style="list-style-type: none"> <li>▪ Review the Student Response Protocol</li> <li>▪ Explore reasons why they did not intervene or report the incident and how they may safely intervene in the situation</li> </ul> <p><i>The school reserves the right to contact the parent(s)/guardian(s) of bystanders.</i></p>
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### Specific Disciplinary Actions (Element 8)

Based on the severity and/or frequency of incidents and at the discretion of the administration - as well as in collaboration with the New Frontiers School Board when applicable, the following disciplinary and/or corrective/supportive actions **may include, but are not limited to:**

- Parent/Guardian notification
- Conference with student (verbal warning)
- Reflection activity or action
- Recovery plan/Restorative measures or practices
- Written warning and deprivation of privilege(s) / service(s)
- Restitution
- Mediation or conflict resolution (when deemed appropriate)
- Probation and letter of expectations
- Detention
- In-school suspension
- Out-of-school suspension
- Homebound Tutoring (supportive measure that could take place via Teams)
- Referral to alternative to suspension program for schools offering such a program
- Referral to counsellor, external social/medical agencies, for support
- Legal action/report to law enforcement, if required
- Collaboration with youth protection
- Convocation to a disciplinary hearing at the New Frontiers School Board

### Follow-Up on Any Report or Complaint (Element 9)

The principal will verify that each incident is documented and that all communications, intervention protocols and remedial measures have been completed. The principal will confirm that the bullying violence has ceased, and may refer parents/guardians to a complaints procedure should they feel dissatisfied with the course of actions taken from school administration.