

JAMES LYNG HIGH SCHOOL

Level of instruction: Secondary

Number of students: 95

** Date of GB approval: November 3, 2020*

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.

SAFE SCHOOL ACTION PLAN 2020-2021

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).

- *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 or bullying 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:

- *Lino Buttino, Principal*
- *Andrea Dillon, Vice-principal*
- *Alexandria Lalos, Guidance Counsellor*
- *Sam Karimi, Community Liaison Agent*
- *Kate Harris, Addictions/Youth Counsellor*
- *Alison Manuel, Teacher*
- *Mark Pfleeger, Teacher*

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:

-OurSCHOOL Student Surveys

-Records of Disciplinary Interventions

SAFE SCHOOL ACTION PLAN 2020-2021

-Incident Reports

-Feedback from Parents

-Focus Groups led by counsellors, CCWs, animators dealing with personal, spiritual, family, motivational concerns that include: illness, divorce, finances, anger, sexual orientation, gender identity, relationships, substance abuse...

Priorities

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

- *To increase the sentiment of general safety and well-being with greater emphasis on specific ECA's, supervision practices and interaction that supports the fostering of positive teacher-student interaction.*
- *To provide alternatives to the conventional academic model through increased vocational programs and adapted curriculum.*
- *To begin bi-monthly level meetings to discuss student's performance and to create level-based action plans.*
- *To increase awareness on internet safety by providing a series of information sessions in the classroom.*

Prevention

As part of a wider effort to increase protective factors and educate on issues related to bullying and violence, our school will continue involvement with initiatives that promote and reinforce positive behaviour and mutual respect via:

- *Increase sense of belonging for girls through targeted support and ECAs.*
- *Bullying Awareness, Sexual Health Workshops*
- *Basketball program and mentoring with network in mind;*
- *Project ORACLE, Youth Fusion, Chill Zone and other initiatives.*
- *Continue to include the school code of conduct in the student agenda and display it on the school website.*

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, automated messages, newsletters posted on the school website and Facebook page, 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.
- Report suspected acts of bullying or violence to the school administration.
- Reinforce pro-social behaviours in their child/youth.
- Collaborate with school staff in finding solutions if their child is involved in acts of bullying or violence.
- Celebrate Achievement.

SAFE SCHOOL ACTION PLAN 2020-2021

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, perpetrator, 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. This strategy includes the following:

E-mail Reporting

Written Reports 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, including our socio-community police officer.*
- *Meetings with parents/guardians to reinforce social skills building activities at home.*
- *Mediation that may include Restorative Justice and Peer-mediation.*
- *Mentoring via an approved organization/person.*
- *Counseling that may include referral.*
- *YMCA alternative to suspension program.*
- *Provide relevant educational activities and CCW support 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

SAFE SCHOOL ACTION PLAN 2020-2021

(considering the nature, severity & frequency of act as well as any other mitigating factors) and respect both the dignity and legal requirements regarding the confidentiality of students.

Any sanction must be based on a respect for the dignity and well being of those most immediately concerned.

In line with the EMSB Safe Physical and Cyber Environment policy, an Educational Placement Committee meeting may be scheduled and 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.

For more information or inquiries, please contact:

Ms. D. Leibovici, Violence Prevention Consultant, EMSB.

Tel. 514-483-7200 (ext. 7434).

Resources

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

- www.prevnet.ca
- www.NeedHelpNow.ca