

Harassment and Bullying Prevention Policy

Developing a culture of safety, acceptance and respect is paramount to Nelson Christian Community School (NCCS). We strive to build a culture that protects students and staff from all forms of discrimination (including physical safety, social connectedness and inclusiveness), abuse, neglect (children), bullying, harm, or threat of harm regardless of their gender, race, culture, religion, sexual orientation, or gender identity and expression.

In order to prevent bullying (and/or harassment) from occurring, anyone who is bullied or witnesses bullying is to report the situation to the teachers immediately or to use the online Erase bullying tool. Parents are also encouraged to speak with the classroom teacher or the Safe Place Coordinator, Tracy Ashley, if they suspect a bullying problem. Any students involved in bullying will be dealt with according to the discipline policy of the school. NCCS administration is committed to take reasonable steps to prevent retaliation in the event a bullying incident is reported. It is everyone's responsibility to keep our school safe for all.

Every member of our school community deserves to be safe and secure at school and free from bullying and harassment.

This is done through:

- A. Anti-bullying and safety policies for students and staff. These policies are communicated verbally and are available through the Student/Parent and Staff NCCS handbooks. All handbooks can be accessed through the NCCS website at any time (www.nelsonchristian.ca).
- B. Established mechanisms for reporting concerns. NCCS has a formal process for dealing with complaints or concerns – for both staff and students, including the Erase bullying online tool.
- C. Educating all staff on what is and how to recognize abuse, bullying, discrimination, neglect and harm. This education is part of our start-of-year staff training and is followed up at various staff meetings throughout the year.
- D. Computer Use Policy for all students using NCCS computers and technology. Online communications between staff and students are archived.
- E. Promoting a culture of safety and respect through an 'all staff on supervision' approach.
- F. Ensuring adequate student supervision at all NCCS sponsored activities and field trips. This is kept to a minimum of a 1 (adult) to 7 (students) ratio. All parent volunteers are debriefed on their role and how to report concerns prior to the activity.
- G. Staff participation in Professional Development workshops and courses in the areas of abuse, neglect, discrimination, anti-bullying and awareness of cultural and other student needs.
- H. Mandatory participation in the ERASE Bullying program.
- I. Engaging parents in giving input into the educational program and sharing their culture and expectations.
- J. Promote open communication between administrators, teachers, staff, students, and families.
- K. Communicate norms, expectations, and values that support a healthy and positive school community.



At NCCS we define Bullying as:

- A. An action that is targeted towards another individual.
- B. An action that is intended to harm another individual.
- C. An action that is repeated.

We recognize that bullying can take the following forms:

- A. Verbal Harassment (Name Calling, etc.)
- B. Physical (Pushing/Punching)
- C. Intimidation (Threatening or blackmail)
- D. Social (Excluding someone)
- E. Extortion (Stealing or Taking something away from someone)
- F. Cyberbullying (Using technology – Phone, Text, Email, Social Media)

Instances of bullying or harassment that occur while at school, at a school-related activity, or in other circumstances where engaging in the activity will have an impact on the school environment will all be addressed by NCCS administration.

All students and staff are expected to uphold respectful behavior and relationships with one another. This includes following our Guide to Communication and all parts of the NCCS code of conduct (NCCS Policy Guide Sections 1101, 1102, and 1103).

Discipline procedures will be put into place according to NCCS Policy Guide Section 1107. Should standard discipline protocol fail to resolve the incidents defined as bullying, the accused student may be put on probation for a period of up to one school year. A student on probation may not participate in extra-curricular activities while on probation. He or she must also relinquish all positions of leadership and responsibility for the remainder of the school year. If the student does not improve to a satisfactory standard during the probation period, expulsion or withdrawal from the school will result.