



CHAOYIN BILINGUAL SCHOOL

SECTION	General School Administration
POLICY NAME	Bullying Prevention and Harassment Policy
POLICY NUMBER	403
RELATED POLICIES	
DATE CREATED	January 20, 2020
DATE REVISED	August 23, 2023
DATE IMPLEMENTED	September 1, 2020

RATIONALE:

Chaoyin Bilingual School is committed to keep its students safe from all forms of emotional, sexual or physical bullying and harassment. Any form of bullying and harassment to be unacceptable. The school and its staff are committed to providing a safe and caring environment so that every student feels safe, accepted and respected. All forms of bullying, regardless of the student's gender, race, culture, religion, sexual orientation or gender identity and expression are prohibited.

POLICY:

Chaoyin Bilingual School will follow the guidelines as stated in the Safe, Caring and Orderly School – A Guide and is committed to providing as safe learning and teaching environment as possible for its students and staff. The school will actively participate in the BC ERASE anti-bullying program providing training to staff members on how to recognize and deal with unsafe situations as well as developing a safe school environment.

PROCEDURES:

1. Each member of staff will:
 - a. be expected to establish and maintain a safe, caring and orderly environment in his/her classroom,
 - b. expect students to treat each other with respect by communicating to the general student population the school's expectations for acceptable conduct,
 - c. describe inappropriate bullying behaviour, especially cyber-bullying,
 - d. develop restorative practices and strategies to remediate students who harass, bully or act offensively towards others,
 - e. develop strategies that will allow students to report events that have occurred to them, with low or no risk of retaliation,
 - f. encourage a focus on the common good of all and tolerance for the differences,
 - g. periodically throughout each year, attend the workshops provided that address the topics of assault, bullying, and harassment.

SPECIFIC REPORTING PROCEDURES:

Victim:

A person being harassed/bullied can deal with the problem by reporting the incident to a responsible adult, teacher or Head of School, with specifics, who will offer advice on strategies for dealing with the problem and help to implement to them. After reporting the incident, the responsible adult will advise the victim that the school commits to him/her that it will take all reasonable steps to prevent retaliation by a person against them for making a complaint of a breach of the bullying and harassment policy. If the above fails, a formal complaint can be filed with the Head of School.

Harasser/Bully:

When a person is made aware that/she has been accused of bullying someone else, he/she is to cease such behaviour immediately. He/she may then reach out to a teacher or the Head of School to share his/her perspective of the allegations. During this mediation the teacher or Head of School will advise the harasser/bully that any retaliation against a student who has made the complaint will not be tolerated and will lead to disciplinary action. In the absence of a satisfactory response from the bully/harasser, appropriate disciplinary action accompanied by further counselling will begin. Disciplinary actions against a bully will be decided by the Head of School based on the student's age, maturity and special needs.

Others:

General awareness of issues around bullying and harassment is raised through discussion in the classroom and whenever it fits the natural context of the events of the school. The staff has a responsibility to support and exemplify the policy of the school and to stress virtues of respect and tolerance, both through their personal relationships and in their teaching. Parents/Guardians are actively encouraged to support the school and accept the school's considered actions when their student is found to be involved in harassment, and to work in partnership with the school toward resolution of these difficulties. Victim's parents are encouraged to have the victim tell their story directly to the offending party or to the teacher, or Head of School. If any other bystanders become aware of bullying they must immediately report the incident to a responsible adult such as a teacher or Head of School.

ERASE (EXPECT RESPECT AND SAFE EDUCATION) PROGRAM:

The School will participate in the ERASE anti-bullying program of the Ministry of Education by providing professional development time for the Head of School and administration to attend the required ERASE bullying workshops. In addition, the school will abide by the requirements of the Ministry of Education to have specific personnel trained in specific areas of student safety, e.g., Violent Threat Risk Assessment (VTRA).