

# EMSB

## SAFE SCHOOL ACTION PLAN

Name of school :M.I.N.D.

Name of school Principal: Dorothy Ostrowicz

Elementary

Principal's Signature: *Dorothy Ostrowicz*

High school

Outreach

Social affairs

Governing Board Approval Date: June, 2018

Governing Board Chairperson's Signature:

*Stefani Novick*

If No Governing Board -Principal's Signature: \_\_\_\_\_

**STEP 1**

Identify members of your Safe School Action Team and designated Team Leader. Team members can consist of (but are not limited to) school administration, teaching staff, school personnel, CSSS social workers, day care coordinator, community partners, families, and students, etc.

An existing team can take on this function.

*“The principal shall set up an anti-bullying and anti-violence team and designate a school staff member to coordinate its work as part of his or her regular duties.” (Bill 56, Art.96.12)*

Safe School Action Team Members			
	Name	Title	Role
1	Dorothy Ostrowicz	<i>Principal</i>	Team Leader
2	Patrice Asselin	<i>Head teacher</i>	Team Leader
3	François Pepin	<i>Social Worker CSSS</i>	Community Partner
4	T.B.A.	<i>Guidance Counsellor</i>	
5	Lina Borremans	<i>Agents Socio Communautaire</i>	Police -community partners
6	YMCA	<i>Staff</i>	Community Partners
7	Stefani Novick	<i>Parent</i>	Advocate/G.B.Chair
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### STEP 3

Illustrate key points of data analysis.

**Art. 75.1 paragraph 1** - An analysis of the situation prevailing at the school with respect to bullying and violence.

## Data Analysis

### Areas of strength:

#### *ARTICLE 240 Status – Safe School Environment*

- *Close follow up of student behavior-social and academic -on a regular basis*
- *Students are encouraged to develop their own voice in a manner that respects self and others.*
- *each student at MIND is an integral part of the school community.*
- *Every student is expected to participate in the governance and direction of the school, and community activities.*
- *Strong sense of belonging and acceptance voiced by students*
- *Rapport between teachers/staff and students*

### Areas of concern:

*FAMILY ENGAGEMENT*

**STEP 4**

Identify a few priorities for improvement of current situation.

**Art. 75.1 paragraph 1** - *An analysis of the situation prevailing at the school with respect to bullying and violence.*

Priorities
<p><i>DEVELOPMENT OF:</i></p> <ul style="list-style-type: none"><li>• <i>SOCIAL SKILLS AT ALL GRADE LEVELS</i></li><li>• <i>CONFLICT RESOLUTION &amp; MEDIATION SKILLS</i></li></ul> <p><i>DEVELOP COMMON UNDERSTANDING OF BULLYING AMONGST STAFF, PARENT AND STUDENT POPULATION</i></p> <p><i>RESPONDING EFFECTIVELY TO REPORTS OF BULLYING</i></p> <p><i>RAPPORT BETWEEN TEACHERS &amp; STUDENTS</i></p>

**STEP 5**

Indicate existing and planned prevention measures (universal /targeted) to counter bullying and/or violence related to racism, homophobia, sexual orientation, sexual identity, a handicap or a physical characteristic.

These measures can include, for example: the delivery of specific classroom material, staff training on bullying and conflict management, social skills programs for students, effective communication of school's code of conduct, greater supervision at specific times & in specific zones of school property, etc.

**Art. 75.1 paragraph 2** - *Prevention measures to put an end to all forms of bullying and violence, in particular those motivated by racism or homophobia or targeting sexual orientation, sexual identity, a handicap or a physical characteristic.*

Prevention Measures
<p><u>Existing measures:</u></p> <ul style="list-style-type: none"><li>• <i>UNIFORM SUPERVISION AT ALL TIMES</i></li><li>• <i>LEADERSHIP PROGRAM</i></li><li>• <i>SOCIAL SKILLS GROUPS</i></li><li>• <i>CONFLICT RESOLUTION</i></li><li>• <i>FOSTERING A STRONG SENSE OF TRUST, BELONGING AND ACCEPTANCE</i></li><li>• <i>STAFF TRAINING ON BULLYING AND CONFLICT MANAGMENT</i></li></ul>
<p><u>Planned measures:</u></p> <p>Same as outlined above</p>

**STEP 6**

Indicate existing and any planned measures to promote and support family engagement. These can include the establishment of a safe school family committee, educational newsletters, workshops, organized forums for discussion, etc.

**Art. 75.1 paragraph 3** - Measures to encourage parents to collaborate in preventing and stopping bullying and violence and in creating a healthy and secure learning environment.

<b>Family Engagement</b>
<p><u>Existing measures:</u></p> <p><i>REGULAR COMMUNICATION WITH PARENTS</i></p> <p><i>INFORMATION SESSIONS FOR PARENTS</i></p>
<p><u>Planned measures:</u></p> <p><i>INFORMATION ON SCHOOL WEBSITE</i></p> <p><i>PARENT WORKSHOPS IN COMMUNUNITY CENTERS</i></p> <p><i>MONTHLY NEWSLETTERS FOR PARENTS</i></p>

**STEP 7**

Refer to the Safe School Policy for existing procedures. If applicable, add any procedures that the school is planning to put into place

**Art. 75.1 paragraph 4** - Procedures for reporting or registering a complaint concerning an act of bullying or violence and, more particularly, procedures for reporting the use of social media or communication technologies for cyber-bullying purposes.

<b>Reporting Procedures</b>
<p><u>Existing procedures :</u></p> <p><i>EMSB SAFE PHYSICAL and CYBER ENVIRONMENT POLICY</i></p> <p><i>CONSISTENT TEACHER COMMUNICATION TO STUDENTS AND PARENT ABOUT REPORTING PROCEDURE</i></p>
<p><u>Planned procedures:</u></p> <p><i>PUBLICIZE REPORTING PROCEDURE ON WEBSITE</i></p>



**STEP 8**

Refer to the Safe School Policy for existing procedures. If applicable, add any procedures that the school is planning to put into place

**Art. 75.1 paragraph 5** - *The actions to be taken when a student, teacher or other school staff member or any other person observes an act of bullying or violence.*

**Procedures for Observers**

Existing procedures:

- EMSB SAFE PHYSICAL and CYBER ENVIRONMENT POLICY Procedures*

Planned procedures:

- Adhere to the policy outlined in the *EMSB SAFE PHYSICAL and CYBER ENVIRONMENT POLICY*

**STEP 9**

Refer to the Safe School Policy for existing measures. If applicable, add any measures that the school is planning to put into place.

**Art. 75.1 paragraph 6** - Measures to protect the confidentiality of any report or complaint concerning an act of bullying or violence.

**Measures for Confidentiality**

Existing Measures:

- EMSB SAFE PHYSICAL and CYBER ENVIRONMENT POLICY Procedures*

Planned Measures:

*KEEP REPORTS IN CONFIDENTIAL FILES IN PRINCIPALS OFFICE*

**STEP 10**

Refer to the Safe School Policy for existing measures. If applicable, add any measures that the school is planning to put into place

**Supervisory or Support Measures**

Existing measures:

*SUPPORT FROM :*

- *CONSULTANTS & COMMUNITY PARTNERS ( POLICE, YMCA)*
- *INTERVENTIONS IN LINE WITH THE EMSB SAFE PHYSICAL and CYBER ENVIRONMENT POLICY*

Planned measures:

**Art. 75.1 paragraph 7** - *Supervisory or support measures for any student who is a victim of bullying or violence, for witnesses and for the perpetrator.*

**STEP 11**

List existing & planned measures that are in the **best interests of the student(s)**.

**Art. 75.1 paragraph 8** - *Specific disciplinary sanctions for acts of bullying or violence, according to their severity or repetitive nature.*

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**Disciplinary Measures**

Existing measures:

- *COMMUNITY WORK*
- *SUSPENSION*
- *MEETING WITH COMMUNITY PARTNERS – CSSS, YMCA*
- *MEETINGS WITH FAMILIES*
- *MEETINGS WITH AGENTS SOCIO COMMUNAUTAIRE*

Planned measures:

**STEP 12**

Refer to the Safe School Policy for existing procedures. If applicable, add any procedures that the school is planning to put into place

**Art. 75.1 paragraph 9** - *The required follow-up on any report or complaint concerning an act of bullying or violence.*

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<b>Follow-up Procedures</b>
<p><u>Existing procedures:</u></p> <p><input type="checkbox"/> <i>EMSB SAFE PHYSICAL and CYBER ENVIRONMENT POLICY Procedures</i></p>
<p><u>Planned Procedures:</u></p>