

ADMINISTRATIVE PROCEDURES

SECTION: 100 – GENERAL ADMINISTRATION

CODE: AP 169.6

PROCEDURE: **FIGHTING/ASSAULTS/THREATS**

BACKGROUND

Christ the Teacher Catholic School students and school personnel are entitled to a school environment free from threat, aggression and assault.

- Actions, comments, or written messages intended to cause others to fight or which may result in a fight are prohibited.
- Intentionally hitting, shoving, scratching, biting, kicking, blocking the passage of, or throwing objects at a student is prohibited.
- Conveying by gestures, notes, or verbal comments the intent to cause bodily injury or to deprive a student of his rights is prohibited.
- Fighting involving two or more parties in conflict when they are striking each other for the purpose of causing harm or injury is prohibited. This action may extend to mutual shoving, wrestling, or other aggressive actions which may result in the danger of harm or injury to either party, bystanders or school property.
- The willful use of physical violence which is intended to result in bodily injury or the use of a dangerous object in an effort to cause bodily injury is prohibited.
- Assault upon a Division employee or volunteer, is prohibited.
- Conveying by gestures, notes, or verbal comments the intent to cause bodily injury or to deprive a Division employee or volunteer, of his/her rights, or demonstrating hostile acts, is prohibited.
- The willful use of physical or verbal threats or physical abuse intended to result in an involuntary transfer of money or property to another student is prohibited.
- Cursing, threatening, using abusive language, bullying, teasing, hazing, or other acts of intimidation are prohibited. This includes, but is not limited to, any verbal, written, electronic (**through any social chat rooms, i.e., Myspace.com, BLOG, etc.**), physical or mental teasing, threat of bodily injury or use of force directed toward and based upon a person's race, religion, sex, sexual orientation, national origin, disability, or intellectual ability.
- Unsafe conduct which endangers either oneself or others is prohibited.

PROCEDURES

1. Staff Response

- 1.1 Walk briskly, don't run.
- 1.2 Assess the situation (number of people involved, weapons)
- 1.3 Send a student to notify the Principal.
- 1.4 If possible, walk to the scene with another staff member.
- 1.5 Dismiss the audience on approach.
- 1.6 Use the students' names if you know them.
- 1.7 Stay away from the middle of the conflict.
- 1.8 Remove your glasses.
- 1.9 Give specific commands in a firm, authoritative voice.
- 1.10 Defer to rules, not personal authority.
- 1.11 Separate the aggressor and the victim.
- 1.12 Avoid physical force if possible.
- 1.13 Remove participants to neutral locations.
- 1.14 Obtain identification.
- 1.15 Get medical attention if necessary.
- 1.16 Describe incident in writing.

2. Administrators and/or Response Team

- 2.1 Document the incident.
- 2.2 Inform the student that the behavior is an infraction of Division administrative procedures.
- 2.3 Contact the parent/guardian.
- 2.4 Debrief relevant teachers.
- 2.5 Provide protection and support for victims.
- 2.6 Provide counselling – not simply the day after the event, but as long as necessary.
- 2.7 Consider contacting the RCMP.
- 2.8 Consider contacting the Director/designate.
- 2.9 Complete a violent incident form if suspension occurs or if reported to the RCMP.

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