

WAGAR SAFE SCHOOL ACTION PLAN

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, their rights, or their 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 as per the Quebec Education Program (Q.E.P.) and the EMSB's Strategic Plan.

Safe School Action Plan

This plan outlines our measures for preventing and responding to acts of bullying and violence 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 to the school team. 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:

NAME	FUNCTION
Michalopoulos, Harry	Principal
Osei, Bernard	Vice-principal
Cameau, Amanda	Guidance Counselor
Campbell, Jennifer	Special Needs Consultant
Ryan, Hannah	Teacher
Wilson, William	Teacher
Quesnel, Olivia Theresia	Teacher

School Climate

Assessing the school climate helps us understand how safe students feel in their learning environment. It allows us to reflect on what improvements we can make and how we can build interpersonal relationships, engage students socially, and foster emotional and physical safety. Our school collects data related to school climate, primarily, by using Microsoft Forms. All Students in the SVI, Transitions, SIS and CCBE are invited to participate on a voluntary basis. For some of our SIS students with intellectual disabilities, the teachers help them to understand the survey and collect the responses.

Sources that our school uses to collect data are:	
X	Review and analysis of data related to bullying/violence at the school level (i.e incident reports)
X	Anonymous reporting
X	Reports from the transportation (i.e., bus) and/or daycare staff
X	The school's Educational Project
X	In-house discussions with teachers and other staff members
X	Consistent open dialogue between administration, staff, students and families
	Other:

** Note: This plan is based on data provided from the Microsoft Student Survey forms and other internal data collection methods. The school reserves the right to alter the plan seen below, at any point during the academic year, to reflect its changing priorities and needs more accurately.

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

Recommended Interventions

Priority	In-school activities initiated by school staff	Workshops and/or presentations by community partners and/or school staff	Whole school programs and or lesson plan
To promote and increase a sense of belonging in the school.	In-school activities and clubs, In-school	Guest speakers, cultural events	Transition to Adult Education, Milestone activities, sports
To support students' mental health and overall happiness	Class initiated discussions, guided activities	Partnership with Friendship circle	Staff led Mental health day, Wellness budget for students mental health related activities
To empower students to be advocates of their own safety and well-being	Teacher initiated class discussions Written reflections, Group discussions	Anti-bullying workshop, SPVM school workshops	Anonymous reporting, Organized guided play activities

Violence Prevention

As part of our efforts to increase protective factors and educate our staff, students, and the wider community on issues related to bullying and violence, our school will recommend the following interventions

Recommended Interventions			
Priority	In-school activities initiated by school staff	Workshops and/or presentations by community partners and/or school staff	Whole school programs and or lesson plan
Teach Students non violent conflict resolution	In-school activities and clubs, In-school	Guest speakers, cultural events	Transition to Adult Education, Milestone activities, sports
Offer opportunities to engage in school life	Class initiated discussions, guided activities	Partnership with Friendship circle	Staff led Mental health day, Wellness budget for students' mental health related activities
Teach students where to go when they need help	Teacher initiated class discussions Written reflections, Group discussions	Anti-bullying workshop, SPVM school workshops	Anonymous reporting, Organized guided play activities

Equity, Diversity, and Inclusion

Our school is committed to addressing various forms of violence and bullying, including harassing behaviors that target perceived aspects of a person's identity (i.e., body size, exceptionality, sexual orientation, gender and gender expression, skin color, ethnicity, religion, language, culture, socio-economic class}. We are committed to fostering an inclusive school environment by recommending the following interventions

Recommended Interventions

Priority	In-school activities initiated by school staff	Workshops and/or presentations by community partners and/or school staff	Whole school programs and or lesson plan
Celebrating diversity and promoting equity	Introduce themes of social justice into lesson plans	Cultural heritage groups, field trips to cultural sites and introduction of guest speakers	Religious and Ethnic celebrations
Modelling good citizenship and community	Get students to engage in community based projects and charity	Co-host field trips with community partners, in class workshops	Charities (Terry Fox, Food bank)
Shifting school curriculum to be more representative	Involve students in curriculum and lesson plans	Support teacher Professional development, introduction of guest speakers, special events	Bring motions to governing board based on teacher and student feedback, Empower Social Committee to organize inclusive events

Collaborating with Families

Families are instrumental in helping schools prevent, detect, and resolve incidents of bullying and violence. We will use various means such as, organized events, distribution of information sheets, newsletters posted on the school website, presentations, and individual meetings to inform parents about bullying and the role they can play in support their child. Based on the priorities outlined for the academic year, our school will actively support and encourage families to:

Recommended Interventions

Recommended Interventions			
Priority	In-school activities initiated by school staff	Workshops and/or presentations by community partners and/or school staff	Whole school programs and or lesson plan
Access to resources and support	EMSB and Wagar website	Organize parents workshops, cyberbullying and social media education workshops	Mental Health Awareness and support staff, code of conduct,
Parental Involvement	Get parents to volunteer, organize charitable events	Invite families for Staff appreciation, Cabana a Sucre, Apple picking	Transparent communication and timely feedback
Education	Recognize signs of distress in students and report to staff	Define bullying, violence and harassment, teaching strategies to avoid and manage conflict	Engaging parents in the learning process involved in preventing and addressing bullying

Response Procedures

Our school is committed to ensure that professional and teaching staff receive ongoing training on how to respond appropriately when witnessing or being made aware of harmful behaviors. Claims of bullying and violence will be investigated according to guidelines established by the school board. Emphasis will be on assuring safety, promoting accountability with consideration to mitigating factors, and repairing harm.

Reporting Procedures

The protocol for reporting procedures will explain that:

- *Students are provided with confidential and safe ways to report an incident (e.g., by talking to a staff member, ask for appointment with admin, 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 or school administrator) 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 **any** persons involved 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. Reports will be 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 administration and other appropriate school professionals.*
- *Meetings with parents/guardians to reinforce social skills building activities at home.*
- *Provide relevant educational activities and intervention for students*

Disciplinary Measures

If after investigation, claims of bullying or violence are confirmed, the administration will determine what disciplinary measures will be required. The school's disciplinary measures will take into consideration the nature, severity & frequency of act as well as any other mitigating factors and respect legal requirements regarding the confidentiality of students. In line with the EMSB Safe Physical and Cyber Environment policy, police may be contacted when a criminal act or threat of a criminal act may be involved.

Incident 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.
- Inform all students concerned (victimized student, accused, witness) of the steps taken to stop the situation.
- Maintaining communication with families and students involved in the incident.
- Communicate relevant information to staff members regarding the safety of the student, while maintaining confidentiality.
- 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:

Principal	Harry Michalopoulos	HMichalopoulos@emsb.qc.ca
Vice-Principal	Bernard Osei-Asamoah	Bosei-Asamoah@emsb.qc.ca



Resources Outside of the school

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

For Students:	Helpline: 1-800-263-2266 www.needhelpnow.ca www.cybertip.ca
For Parents/Guardians:	www.prevnet.ca www.mediasmarts.ca www.protectchildren.ca/en/ www.education.gouv.qc.ca/en/current-initiatives/bullying-and-violence-in-the-schools/