



AP 355 – VIOLENCE (STUDENTS)

BACKGROUND

Saskatoon Public Schools does not tolerate acts of violence, threats of acts of violence, intimidation, or harassment within Division operated facilities, on Division property, or while under the supervision of the school. The Division expects immediate supervisors to act swiftly, appropriately, and decisively when such acts come to their knowledge. Perpetrators who are students will be subject to reprimand, suspension, expulsion, or other forms of discipline.

DEFINITION

Violence means the attempted, threatened, or actual conduct of a person that causes or is likely to cause injury, and includes any threatening statement or behavior that gives a person reasonable cause to believe that he or she is at risk of injury.

PROCEDURES

1. Reports of violence shall be made directly to one of the following:
 - 1.1. a senior administrator;(the appropriate Superintendent of Education or a member of Administrative Council)
 - 1.2. Principal;
 - 1.3. immediate supervisor;
 - 1.4. a Union or Association representative.
2. The onus is on the victim, staff/student witness, or parent/guardian to report incidents of violence as soon as is reasonably possible.
3. Reported cases of threat/violence shall be investigated by the appropriate school-based or system administrator in keeping with the requirements of the *Education Act*. The investigative procedures shall include:
 - 3.1. review of the complaint, interview of the complainant and, if possible, interview of the alleged perpetrator or perpetrators, as well as any witnesses, and determination of whether to proceed on a formal or informal basis.
4. As part of the investigation:
 - 4.1. the victim and the alleged perpetrator shall be requested to provide a statement;
 - 4.2. the victim and/or witness shall be encouraged and offered assistance in reporting the incident to the Saskatoon Police Service;
 - 4.3. school Principals are authorized to report incidents of a serious nature directly to the Saskatoon Police Service.
 - 4.4. if the complaint is well-founded, it shall be dealt with in accordance with the *Education Act*, Board policy and administrative procedures;
 - 4.5. the parent(s)/guardian(s) of both the complainant and perpetrator shall be advised of the reported incident(s). (See Administrative Procedure 354: Discipline)



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5. Violation of this procedure may include verbal warning, a written reprimand, transfer, suspension, expulsion, or other form of discipline.
6. Written records of the incident shall be retained by the investigator. A copy of the records shall be placed in the cumulative folder.
7. Counselling
 - 7.1. Provided they qualify, victims and perpetrators shall be advised of access to counselling through the Employee Assistance Program.
 - 7.2. Where possible, student victims and perpetrators shall be provided with counselling and support from system personnel.
 - 7.3. Repeat offenders may be required to obtain mandatory external counselling.

Reference: Section 151, 152, 153, 154, 155, 175(l), Education Act
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