

504.9 Response to Crisis or Emergency Situations

Policy

Teachers and principals have an obligation under the *Education Act* to maintain order and discipline among the students while they are in the school or on the school grounds and while they are attending or participating in school sponsored/authorized activities. The Board believes that this obligation extends to all employees.

The *Education Act* prohibits individuals from disturbing or interrupting the proceedings of a school and its related meetings, as well as loitering and trespassing in a school building or on property owned by a board.

The Criminal Code of Canada indicates that "...uttering, conveying, or causing any person to receive a threat . . . to cause death or bodily harm to any person... (or) to burn, destroy, or damage real or personal property..." is an offence. In this respect, an assault is committed when a person "...attempts or threatens, by an act or a gesture, to apply force to another person, if he has, or causes that other person to believe on reasonable grounds that he has present ability to effect his purpose...".

The Board is committed to preventing acts of violence in our schools. It is the intention of the Board to assess the risk of all threats made against students, employees and property and implement appropriate interventions. For the purposes of this policy, a threat is an expression of intent to do harm, or act out violently against oneself, someone, or something – whether in spoken, written or symbolic form. Such threats may be direct, indirect, conditional, or veiled.

The Board believes that schools should be well prepared for crisis or emergency situations that may endanger the health and well-being of students and employees. The Board expects that each school shall have crisis and emergency procedures in place and shall have employees trained in their application in a crisis or emergency situation. The Board also expects that in the event of a crisis or emergency situation, procedures shall be followed as closely as possible given the unique features of each incident.

Regulations

1. Students:

- 1.1 All students are expected to abide by the Division and School Student Codes of Conduct.
- 1.2 All threats against Division students, employees or property shall be assessed for risk, and appropriate action taken.

504.9 Response to Crisis or Emergency Situations, cont'd...

2. Parents/Visitors:

- 2.1 Adults visiting Division schools should understand the importance of modelling appropriate behavior for students. Guests should also respect the school's primary task of delivering the most effective instruction possible for all students.
- 2.2 Any visitor who makes threats against Division students, employees or property shall be required to leave Division properties immediately and the local police services may be requested to lay charges. Additionally, the VTRA Protocol may be activated.

3. Employees:

- 3.1 All employees at Division and school levels are expected to work together to achieve a welcoming, caring, respectful, and safe learning and work environment.
- 3.2 Any threats made by or against Division employees shall not be tolerated. All complaints/concerns in this regard shall be responded to, with the appropriate police/legal services and/or professional organizations involved as necessary. Additionally, the VTRA Protocol may be activated.

4. Violence Threat Risk Assessment (VTRA):

- 4.1 It is the duty of any student or employee who becomes aware of a threat against Division students, employees or property to notify the school principal.
- 4.2 Where the principal has reason to believe, and/or believes, that such a threat has been made, they shall confer with the VTRA lead, and call a meeting of the VTRA team, if deemed appropriate.
- 4.3 The VTRA Team shall adhere to the Southwest Regional Collaborative Service Delivery VTRA Protocol.

5. Crisis Response:

- 5.1 All Division sites shall abide by the Division Crisis Response Manual which:
 - 5.1.1 clearly defines the roles and responsibilities of employees during a crisis or emergency; and
 - 5.1.2 is shared with employees, practiced, and posted in each administrative and instructional area for ready reference.

6. Business Continuity Plan:

- 6.1 The Division will maintain a Business Continuity Plan to guide operational decisions in event of an emergency.

504.9 Response to Crisis or Emergency Situations, cont'd...

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

References

- Education Act: 11, 31
- Division Policies: 502.1 Welcoming, Caring, Respectful and Safe Learning Environments;
502.1 Appendix A Student Code of Conduct, 503.5 Student Activities,
607.1 Field Trips, Off-Campus Activities and Student Travel, 700.6
Emergency Response Planning
- Other: Criminal Code of Canada (264.1), (265.1)
Division Crisis Response Manual
Southwest Regional Collaborative Service Delivery VTRA Protocol
Division Business Continuity Plan