

Highroad Academy - Anti-Bullying and Harassment Policy

Highroad Academy believes that all students have a right to a safe, caring, and healthy school environment. This includes the protection of their physical safety, social connectedness, inclusiveness as well as protection from all forms of bullying, regardless of their gender, race, culture, religion, sexual orientation or gender identity and expression, while remaining consistent with the independent school's faith-values, cultural perspectives and philosophical values.

Bullying (at times referred to as harassment) is a persistent pattern of unwelcome or aggressive behaviour that often involves an imbalance of power, and/or the intention to harm or humiliate someone.

Conflict, on the other hand, is generally a disagreement or difference in opinion between peers who typically have equal power in their relationships. It's usually an inevitable part of a group dynamic.

Highroad Academy will not tolerate behavior that infringes on the safety of any student. A student shall not intimidate, harass, or bully another member of the school community through words, actions or social media. Such behavior includes: direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and social isolation or manipulation.

The school expects students to immediately report incidents of bullying to a Highroad staff member. Each complaint of bullying should be promptly investigated. The administration will take all reasonable steps to prevent retaliation by a person against a student who has made a complaint of bullying. This policy applies to students on school grounds, while traveling to and from school or a school-sponsored activity, during the lunch period, whether on or off campus, and during a school-sponsored activity.

To ensure bullying does not occur on school campuses, Highroad Academy will provide staff development training (example WITS, LEADS, ERASE) in bullying prevention and cultivate respect in all students to build the school's capacity to maintain a safe and healthy learning environment

Teachers should discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of bullying. Students who bully are in violation of the Student Commitment Contract and are subject to disciplinary action up to and including expulsion - see Highroad Discipline Policy. In dealing with the offending student, consideration will be given to the offender's age, maturity and special needs, if any; as well as their history as it pertains to

this type of behavior.

Guidelines for Dealing with Bullying

1. Procedure for Dealing with Complainant

- Listen to complaint
- Keep a record (noting dates, times, locations, witnesses and number of incidences).
- Take the matter seriously
- Find out what the complainants expectation is
- Obtain permission to go forward (if appropriate)
- Explain what is going to happen next (depends on expectations)
- Contact administrator responsible for policy to initiate investigation

2. Procedure for Dealing with Respondent

- Administrator to talk to respondent and discuss allegations
- Allow respondent opportunity to provide explanation and give proper consideration of those explanations
- Advise not to discuss the matter with anyone outside the complaint (this includes electronic or social media)
- Talk about aspects of retaliation
- Determine a plan of action
- Inform both parties, parents and key personnel of plan of action