

# Administrative Procedure 341

## Students

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## HARASSMENT BY STUDENTS

### BACKGROUND

The charter board is committed to establish and maintain a welcoming, caring, respectful, and safe learning environment for its students and a balance between individual and collective rights, freedoms and responsibilities in the school community.

The charter board expects students to conduct themselves in a manner that respects the rights and property of others.

The charter board's commitment to providing a welcoming, caring, respectful and safe learning environment includes both the physical and emotional safety of its students.

Harassment of students by their peers and/or others in the context of school activities will not be tolerated.

The principal is responsible for the implementation of this administrative procedure.

### DEFINITIONS

#### 1. Personal Harassment

- 1.1 Personal harassment is defined in AP-409 Personal Harassment as "any unwelcome behavior which, directly or indirectly, adversely affects or threatens to affect a person's emotional well-being, learning environment, or opportunities for involvement."
- 1.2 Harassment is considered to have taken place if a person knows, or ought to know, their behavior is unwelcome.
- 1.3 Harassment includes but is not limited to:
  - 1.3.1 unwelcome physical contact (inappropriate touching, bullying);
  - 1.3.2 verbal abuse or threats, including coercion or extortion; and
  - 1.3.3 unwelcome remarks (including jokes, innuendo or taunting about such things as a student's physical appearance, race, gender, sexual orientation, disability/handicap, ethnic origin or religious affiliation).

#### 2. Sexual Harassment

- 2.1 Sexual harassment is any unwelcome physical contact, comment or request of a sexually suggestive nature. It also includes implied or real threats of reprisals in response to a rejected sexual advance and/or the promise of a benefit in response to acceptance of a sexual advance.
3. Additional definitions contained in AP-409 Personal Harassment and Charter Board Policy 13: Welcoming, Caring, Respectful and Safe Learning and Working Environments are incorporated herein by reference.

### PROCEDURES

1. Students should be encouraged to tell the perpetrator that his/her conduct is unacceptable and unwelcome.
2. Students are encouraged to inform a staff member if the offending behavior does not stop or if they take serious offense to behavior(s) they consider harassing.
3. School staff is committed to helping students deal with problems of harassment.

4. All matters pertaining to a complaint of harassment will be dealt with in a reasonable, fair and objective matter.
5. The principal shall be involved in cases of severe or repeated harassment whether alleged or substantiated.
6. When a student's behavior has been determined to constitute harassment, the student will be subject to disciplinary action pursuant to charter board policy and administrative procedures.
7. The principal may request parents to seek external assessment and/or counselling services to assist students who are either recipients or perpetrators of harassment.

**Cross Reference:** Charter Board Policy 13: Welcoming, Caring, Respectful and Safe Learning and Working Environments  
AP-409 Personal Harassment  
AP-340 Student Code of Conduct  
AP-350 Student Discipline  
AP-351 Suspension

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