

EMPLOYEE VIOLENT INCIDENT, PREVENTION AND REPORTING

Pembina Trails School Division is committed to providing a safe work environment. The Division's Standard of Behaviour, will serve as a framework to guide our school communities as they strive for this ideal.

It is important that all incidents of violence involving staff be reported so that appropriate action and follow-up may be taken. Violent incidents include, but are not limited to, physical violence, verbal abuse, threats and/or harassment. The incidents may involve personal contact, oral or written statements, including electronically transmitted material, harassing telephone calls, gestures, expressions, and behaviours such as stalking.

All employees are expected to report any incidents of violent, threatening, harassing or intimidating behaviour experienced or witnessed in the workplace, whether or not those involved are students, staff, or members of the public to their administrator as soon as possible. An on-line violent incident reporting system shall be used by all staff to report any incident of violent behaviour that is directed at them personally.

Students, employees or members of the public who engage in violent behaviour may be removed from the school/worksite, and may be subject to dismissal, arrest, and/or criminal prosecution.

Accomplish Anything

Adopted	Reviewed	Revised	Page
4/158/04		10/214/12 March 17, 2015 BD20250911.1011	1 of 1