

Administrative Procedure 172

CREATING SAFE SCHOOLS

Background

District staff members and students have the right to work and learn in an environment that is protected from violence or the threat of violence.

Definition

Violence shall be defined as, “the attempted or actual exercise by a person, of any physical force so as to cause injury to any person and includes any threatening statement or behaviour which gives a person reasonable cause to believe that they are at risk of harm – to include, but not restricted to direct physical or direct emotional injury or indirect, collateral emotional injury.”

Procedures

1. Abusive behaviour including harassment and intimidation may cause harm to students or staff. Such behaviour will not be tolerated. All incidents of violence and/or threats of violence that involve staff members and students shall be reported and investigated ([Form 172-1](#))
2. It is mandatory that staff members respond without delay when incidents or situations involving violence or potential violence threaten the safety and security of staff, students, schools, workplaces and the larger school community. Mandatory response does not include placing yourself or others at risk. The emergency procedures outlined in the Emergency Procedures Handbook define the appropriate level of response.
3. Minor incidents that involve strictly students may be dealt with at the school level if the Principal/Vice-Principal determines that the incident presents no threat of escalation or repetition.

Reference: Sections 8, 8.4, 8.5, 20, 22, 65, 85, 177 School Act
Freedom of Information and Protection of Privacy Act
Human Rights Code
Multiculturalism Act
Canadian Charter of Rights and Freedoms
Canadian Human Rights Act
Criminal Code of Canada
Collective Agreements
[Safe, Caring and Orderly Schools: A Guide](#) (
WorkSafeBC Links (claims and investigations for staff member injury):
[Online 6A Reporting Form](#)
[Online 52E40 Reporting Form](#) (
Threat Violence Report Form

Approved: June 2, 2004

Revised: May 13, 2014; July 13, 2017; August 15, 2021, November 23, 2023