

**Policy Number 4**  
**Anti-Bullying and Harassment Policy**  
**(Revised February 21, 2023)**

Gobind Sarvar School (GSS) is determined to provide safe, caring and a great learning environment for all students and staff and is dedicated to raising awareness about bullying and harassment as it can have negative impact on students' lives.

The B.C. Ministry of Education defines bullying as: repeated physical aggression, name calling, threats or exclusion in a context where there is intent to harm and an imbalance of power. The bullying of members of the school community, by physical, verbal, written or electronic means, is not permitted at Gobind Sarvar School. Gobind Sarvar is committed to protect all students against bullying and violence regardless of their gender, race, culture, religion, sexual, orientation or gender identity and expression.

At GSS we strongly believe in the protection of students' physical safety, social connectedness, inclusiveness, and protection from all forms of bullying, regardless of their gender, race, culture, religion, sexual orientation or gender identity.

GSS has a zero-tolerance policy towards bullying and if students are found to be engaged in bullying or harassment of other students, a strict disciplinary procedure is in place. GSS is dedicated to teaching students about the consequences of bullying and problem-solving skills to avoid such acts.

### **Acceptable behaviour**

GSS expects that all employees will conduct themselves in a professional manner when interacting with students, parents, colleagues, and guests.

GSS expects all students to be happy and well connected with their peers and staff and show their best behavior on and off the school campus.

### **Some examples of acceptable behaviour are:**

- Use appropriate language and volume.
- Respect others' personal space and property.
- Be considerate and tolerant of others.
- Be patient.
- Dress appropriately.
- Be responsible for your actions.
- Accept positive and negative consequences.
- Be aware of personal boundaries.
- Use good judgment.

### **Unacceptable behaviour**

Unacceptable behaviour (including bullying, harassment, and victimisation) may involve actions, words or physical gestures that could reasonably be perceived to be the cause of another person's distress or discomfort. Bullying or harassment may be by an individual

against an individual or involve groups of people. Unacceptable behaviour may be face-to-face, in writing, by telephone, by e-mail communications or through social media.

### **Some examples of unacceptable behaviour while at the school or at a school-related activity are:**

- Aggressive or abusive behaviour, such as shouting or personal insults
- Spreading malicious rumours or gossip, or insulting someone
- Discrimination or harassment
- Unwanted physical contact
- Stalking
- Offensive comments/jokes or body language
- Publishing, circulating, or displaying pornographic, racist, sexually suggestive, or otherwise offensive material or pictures.
- Isolation, deliberate exclusion and/or non co-operation
- Persistent and unreasonable criticism
- Bullying, cyberbullying, harassment, intimidation, threatening or violent behaviours.

### **Expectations from the school community:**

- At GSS anyone who witnesses bullying is expected to talk to the school personnel right away.
- It is also expected that students actively report any instance to staff who will immediately communicate with the administration and make sure that the students are safe.
- The bullying incident will be documented and there will be a follow up with the parents.
- Additional supervision, support and monitoring will be provided as necessary.
- A clear and precise account of the incident will be recorded and given to the Principal for further action.
- Parents will be kept informed.
- If necessary, police may be informed.
- The bullied student will be offered continuous support and reassurance.

### **Consequences to be faced by a student (if found indulging in unacceptable behavior)**

Warning  
Behavior report  
Excluded from certain areas of the school.  
Detention  
In home or in school suspension  
Expulsion from the school

**Note: For consequences of unacceptable behavior, student's age, maturity, and special needs are to be considered.**

## **Raising Awareness in GSS on Bullying and Harassment**

For raising awareness about bullying, Gobind Sarvar School uses the following anti bullying initiatives:

Assemblies

Use of art, drama, skits, and workshops

Moral education classes

Reading activities,

Classroom discussions

Pink shirt day to embrace inclusion, celebrate diversity, and stand-up to bullying.

Multi-cultural day.

Creation of a warm, caring school community with focus on respect, responsibility, and kindness

Clear, unambiguous articulation of rules and consequences

In-service training for school personnel

**Note: GSS and Gobind Marg Charitable Trust Society are committed to the welfare and safety of the students and will take all reasonable steps to prevent retaliation by any person/s against a student who has made a complaint of a breach of the policy.**

### **ERASE GUIDELINES REGARDING SOCIAL MEDIA**

**Gobind Sarvar believes in the Policies of ERASE bullying and those policies are being used in the school. ERASE student Advisory's Social Media Guidelines have been adopted by Gobind Sarvar School. Appendix Attached.**

## **ERASE Student Advisory's Social Media Guidelines**

### **What are Social Media Guidelines?**

While social media can be a powerful educational tool, it can also be easily misused.

The ERASE Student Advisory developed Social Media Guidelines to provide direction for students, parents, and educators on how to use social media ethically and responsibly. The guidelines apply to all forms of social media, including regular internet browsing and the use of apps on a cellphone or other device.

Because students use social media at home as well as during school hours, they should follow the guidelines at all times—not just during the school day.

## **Highlights from the Guidelines**

### **What is social media?**

"Social media" is anything that allows people to communicate or share information online or electronically, and includes social networks (like Facebook, Twitter, or

Tumblr), messaging services (like email or texting), or other online communities (like YouTube).

### **Information for Students**

- Use social media responsibly and make sure what you do online reflects who you are in real life—if you wouldn't say it, don't post it.
- Remember that what you share through social media may be permanently available to anyone who looks for it, even if you delete it.
- Talk to your friends in person whenever you can—it's easy to misunderstand someone's message online or over texts.
- Don't use social media, cellphones, or other devices during class without a teacher's permission.

### **If you don't want your friends, peers, family members, teachers, or future bosses to see something, DON'T POST IT!**

- Only accept friend requests from people you know in real life.
- Make sure to adjust your privacy settings so you know exactly who will see what you share.
- Avoid posting personal information like your exact birthday, phone number, address, or social insurance number.
- Respect other people's privacy—never use your cellphone or other device to take a picture or recording of someone else without their permission.
- Never post images or recordings of others online (real or altered) without their permission.

### **To avoid having your information stolen or hacked, change your passwords regularly and only share them with people you trust.**

- Know the terms and conditions of the apps and social media platforms that you use. If you ignore age limits and copyright laws, you could face real legal consequences.
- Don't impersonate others. Creating fake profiles of others or hacking their social media accounts is fraud – **a criminal offence**.
- If you see or hear about something illegal or against school rules, do your best to tell an adult you trust.

### **Make an anonymous report using the ERASE reporting tool**

#### **Did you know?**

- Any photo, video, or image showing someone **under eighteen** engaged in a sexual activity (such as posing naked) is legally considered child pornography, **even if the person in the image is consenting**. If you capture or share a sexually explicit image of someone under eighteen – **even yourself** – you could be charged with creating or distributing child pornography.
- Harassing others by following (or "stalking") them online, sending them unwanted messages, telling them to commit suicide, or making them feel unsafe in any way is against the law.

#### **Parents**

- Talk to your kids about how they use the internet and social media. Be supportive, not judgmental, and let them know that they can come to you with any problems they have online.
- Agree on clear guidelines and rules for how you expect your child to use their cellphone, computer, or other device. You can even write your guidelines down and have you and your child sign and date the "contract" to encourage accountability.
- Encourage your child tell you about any inappropriate behavior they see or hear about through social media.

**Stay informed—social media platforms and trends change every day.**

**Teachers**

- Tell your students exactly how you plan to use social media as a teaching tool and how you expect them to use social media in the classroom.
- Ask your students to sign and return your school's media consent forms.
- Avoid interacting with students over social media unless it's for related to school work. Keep your personal and professional profiles separate, and don't add your students as friends on social media websites (unless they have graduated).