

KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

POLICY STATEMENT

Section: Human Resources

- Employee Relations

Policy Code: HR-4.2

Policy: WORKPLACE HARASSMENT

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The Kawartha Pine Ridge District School Board endeavours to create a climate of acceptance, understanding and mutual respect consistent with its commitment to provide a caring, learning community, and, in accordance with the Ontario Human Rights Code, to recognize the dignity and worth of every individual. Further, the Board strives to create a workplace for its employees that is free from harassment in accordance with the Occupational Health and Safety Act.

It is the policy of the Board that every person within the Board community has a right to work and learn in an environment free of all forms of harassment, and supportive of personal, social and citizenship development; at the same time, every person in the Board community has the obligation to respect the legitimate rights of others.

Harassment means engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome by those who are the subject of the harassment or any who are exposed to it. An expanded definition is set out in the administrative regulation under this policy.

The purpose of this policy is to require that all reasonable steps be taken to ensure that the working and learning environments are free from bullying and from discrimination and/or harassment on grounds which include, but are not limited to: race, ancestry, place of origin, colour, ethnic origin, citizenship, creed (religion), sex/gender, gender identity and expression, sexual orientation, age, record of offences, marital status, family status, and disability.

The Board will not condone any form of bullying, harassment or discrimination in the workplace by any employee, student, or member of the community. As such, a complaint procedure has been established in the administrative regulation. Moreover, this policy prohibits any reprisal towards individuals participating in good faith in the complaint process including complainants, witnesses, advisors, representatives, investigators, and decision makers. However, this policy does not extend to protect a person who participates in the process maliciously, vexatiously or in bad faith from discipline.

1. Application and Obligation

All members of the Kawartha Pine Ridge District School Board are expected to uphold and abide by this policy by refraining from engaging in or knowingly condoning any form of harassment or discrimination, and by co-operating fully in any investigation of a harassment or discrimination complaint. This expectation applies to all persons on Board premises, persons working on Board-related business, whether on or off Board premises, and persons involved with Board-sponsored programs at other premises, including students, staff, trustees, parents/guardians, volunteers, visitors, suppliers, service providers, corporate partners and community agencies.

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Superintendents, principals, vice-principals, managers and supervisors have the additional responsibility to act immediately where they observe or hear about conduct which is or could be discriminatory or harassing in nature. Managers and supervisors are responsible for creating and maintaining harassment and discrimination-free workplaces and learning environments, and should address potential problems immediately.

Human Resource Services is responsible for the designation of resources to ensure implementation and compliance with this policy and associated administrative regulations, including ongoing human rights and workplace harassment educational programs.

2. Accountability

Mechanisms for guiding the implementation of this policy will be established over time. Such measures may include ongoing planning and evaluation processes and annual reporting.

In support of this policy, administrative regulations have been written to set out procedures for dealing with alleged harassment.