

# Birchwood



ABAV Plan

# 2024-2025

Anti-Bullying and Anti-Violence Plan

Lester B. Pearson School Board

DATE OF GOVERNING BOARD APPROVAL

# GOALS OF THE ANTI-BULLYING AND ANTI-VIOLENCE (ABAV) PLAN

- In compliance with the [Quebec Education Act](#) (QEA), the main purpose of the ABAV plan must be to prevent and stop all forms of bullying and violence targeting a student, a teacher or any other school staff member, **in particular those motivated by racism or homophobia or targeting sexual orientation, sexual identity, a handicap or a physical characteristic.** This plan specifies the duties and responsibilities of the relevant parties of the school **community** and the school **partners** in achieving this.

- Outline the responsibilities of all parties towards the elimination of bullying and violence in the school community, including the responsibility of parents to promote a positive and respectful school climate inside and outside school.

- School boards must see to it that each of their schools provides a healthy and secure learning environment that allows every student to develop their full potential, free from any form of bullying or violence.

- School boards must also ensure a healthy and secure working environment for their staff, and the staff must participate in ensuring a safe and respectful working climate.

- The plan is designed to support the optimal conditions required to guarantee the fundamental right to dignity, equality, and integrity, while respecting the unique character of each individual.

## School Community Parties:

Students, Staff, School Administration, School Board, Governing Boards, & Parents.

## School Partners:

Outside organizations including but not limited to bus companies, coaches, & volunteers.

*"The Lester B. Pearson School Board believes that everyone in its community is entitled to a safe, healthy, secure, respectful and caring environment. The School Board believes that education should prepare our students for a responsible life in a free society, in a spirit of understanding, peace, tolerance, and equality of sexes based on the principles of respect, diversity and inclusion."*

*-LBPSB Policy on Safe and Caring Schools*

# DEFINITIONS as applied in ABAV

## Bullying

- “the word “bullying” means any repeated direct or indirect behaviour, comment, act, or gesture, whether deliberate or not, including in cyberspace, which occurs in a context where there is a **power imbalance** between the persons concerned and which causes distress and injures, hurts, oppresses, intimidates or ostracizes” ([art. 13, par. 1.1, QEA](#)).

## Violence

- “The word “violence” means any **intentional** demonstration of force of a verbal, written, physical, psychological or sexual nature which causes distress and injures, hurts, or oppresses a person by attacking their psychological or physical integrity or well-being, or their rights or property” ([art. 13, par. 3, QEA](#)).

## Sexual Violence

- “The concept of sexual violence refers to any form of violence committed through sexual practices or by targeting sexuality, including sexual assault. It also refers to any other misconduct, including that relating to sexual and gender diversity, in such forms as unwanted direct or indirect gestures, comments, behaviours or attitudes with sexual connotations, including by technological means.”  
<https://www.legisquebec.gouv.qc.ca/en/document/cs/p-22.1>

## Racism

- “Corresponds to the “set of ideas, attitudes and actions whose purpose is to make ethnocultural and national groups feel inferior socially, economically, culturally and politically, thereby preventing them from benefitting fully from the advantages to which all citizens are entitled.” Racist discourse is usually based on real or presumed physical and cultural differences.” ([MIDI, 2015](#))

## Discrimination

- “Every person has a right to full and equal recognition and exercise of his human rights and freedoms, without distinction, exclusion or preference based on race, colour, sex, gender identity or expression, pregnancy, sexual orientation, civil status, age except as provided by law, religion, political convictions, language, ethnic or national origin, social condition, a handicap or the use of any means to palliate a handicap. Discrimination exists where such a distinction, exclusion or preference has the effect of nullifying or impairing such right.” ([Charter of Human Rights and Freedoms, section 10](#))

## Parent

- “the word “parent” means the person having parental authority or, unless that person objects, the person having custody de facto of the student” ([art. 13, QEA](#))

# Elements of the ABAV Plan *(art. 75.1, QEA)*

Element 1	<b><u>an analysis of the situation</u></b> prevailing at the school with respect to bullying and violence;	pg.
Element 2	<b><u>prevention measures</u></b> to put an end to all forms of bullying and violence, in particular those motivated by racism or homophobia or targeting sexual orientation, sexual identity, a handicap or a physical characteristic;	pg.
Element 3	<b><u>measures to encourage parents to collaborate</u></b> in preventing and stopping bullying and violence and in creating a healthy and secure learning environment;	pg.
Element 4	<b><u>procedures for reporting, or registering a complaint</u></b> concerning, an act of bullying or violence to or with the institution and, more particularly, procedures for reporting the use of social media or communication technologies for cyberbullying purposes;	pg.
Element 5	<b><u>the actions to be taken</u></b> when a student, teacher or other school staff member or any other person observes an act of bullying or violence; or when a report or complaint is sent to the institution by the regional student ombudsman.	pg.
Element 6	measures to <b><u>protect the confidentiality</u></b> of any report or complaint concerning an act of bullying or violence;	pg.
Element 7	<b><u>supervisory or support measures</u></b> for any student who is a victim of bullying or violence, for witnesses and for the perpetrator;	pg.
Element 8	specific <b><u>disciplinary sanctions</u></b> for acts of bullying or violence, according to their severity or repetitive nature; and	pg.
Element 9	the required <b><u>follow-up</u></b> on any report or complaint concerning an act of bullying or violence.	pg.
Additional Element (75.1 QEA)	<b><u>sexual violence</u></b> ; compulsory training activities for management and other personnel; and safety measures to stop sexual violence.	pg.
Annual Evaluation	the results achieved by the school with respect to preventing and dealing with bullying and violence must be <b><u>evaluated</u></b> .	

**Bullying:**  
the word "bullying" means any repeated direct or indirect behaviour, comment, act, or gesture, whether deliberate or not, including in cyberspace, which occurs in a context where there is a **power imbalance** between the persons concerned and which causes distress and injures, hurts, oppresses, intimidates or ostracizes

**Violence:**  
the word "violence" means any **intentional** demonstration of force of a verbal, written, physical, psychological or sexual nature which causes distress and injures, hurts, or oppresses a person by attacking their psychological or physical integrity or well-being, or their rights or property

# 1. ANALYSIS OF THE SITUATION

## Description of the findings that emerge from the situation analysis with respect to bullying and violence

The School Survey data from 2022 reveals that 31% of students have experienced at least one of the four identified forms of bullying: physical, social, verbal, or cyberbullying. Notably, 59% of these incidents occur during recess, while 15% take place after school hours. Additionally, the data suggests a moderate to high prevalence of anxiety among students, with approximately 40% reporting elevated levels.

Despite additional resources that have been put into action, staff continue to observe signs of anxiety amongst students which is impacting their school-life success.

## Priorities identified with respect to bullying and violence

Following data analysis, the School Climate Team identified four key objectives for improvement:

- enhancing students' ability to independently resolve conflicts,
- reducing feelings of anxiety
- actively address the impact of bullying behaviors and violent behaviours
- increasing the overall sense of belonging within the school environment

The team is committed to the continued promotion of our schoolwide EDDI initiatives.

The team will reflect on how to collect additional data sources in order to inform next year's plan.



## 2. PREVENTION MEASURES

The ABAV plan must include prevention measures to put an end to all forms of bullying and violence, in particular those motivated by racism or homophobia or targeting sexual orientation, sexual identity, a handicap or a physical characteristic. Additionally, LBPSB sanctions its schools and centres to carry out measures to promote Equity, Diversity, Dignity, and Inclusion (E.D.D.I.) for all the parties of the school community and their partners.

Obligations of the QEA	
Ensuring a Safe and Caring School Climate	The rules of conduct and the safety measures must be presented to the students during a civics session held each year by the principal in collaboration with the school staff, and must be sent to the parents at the beginning of each school year. <a href="#">(art.76, QEA)</a>
	The principal shall see to it that all school staff members are informed of the school's rules of conduct, safety measures and anti-bullying and anti-violence measures, and of the procedure to be followed when an act of bullying or violence is observed. <a href="#">(art. 96.21, QEA)</a>
	During the month of September each year, the principal of a school providing education to students in the second cycle of the secondary level shall see to the formation of a student committee. <a href="#">(art.96.5, QEA)</a>

Priorities and Prevention Measures	
<b>LBPSB Priority:</b> To promote the values of the EDDI statement	<b>Prevention Measure(s):</b> <ul style="list-style-type: none"> <li>• Providing our students with education through participation in initiatives such as Pink Shirt Day, Orange Shirt Day, and anti-bullying activities, with a deeper focus on promoting equality, diversity, dignity, and inclusion.</li> </ul>
<b>School Priority:</b> Enhancing students' ability to independently resolve conflicts	<b>Prevention Measure(s):</b> <ul style="list-style-type: none"> <li>• Continuing to support the Peace Pals program.</li> <li>• Continue to provide visual tools to all students in order to help resolve conflicts.</li> </ul>
<b>School Priority:</b>	<b>Prevention Measure(s):</b>

<p>Reduce feelings of anxiety</p>	<ul style="list-style-type: none"> <li>● Designated places and tools throughout the school that can help students to regulate (Ex. Club Énergie, Zones of Regulation).</li> <li>● Student Services personnel can continue to help support the social emotional needs of our students.</li> <li>● Promoting wellness activities with our students by explicitly teaching the link between these activities and anxiety reduction.</li> </ul>
<p><b>School Priority:</b></p> <p>Actively address the impact of bullying and violent behaviours</p>	<p><b>Prevention Measure(s):</b></p> <ul style="list-style-type: none"> <li>● Staff will use the CCQ curriculum to provide students the necessary tools to promote healthy relationships.</li> <li>● Physical Education teachers will continue to model and promote positive sportsmanship throughout the year.</li> </ul>
<p><b>School Priority:</b></p> <p>Increase the overall sense of belonging within the school environment</p>	<p><b>Prevention Measure(s):</b></p> <ul style="list-style-type: none"> <li>● Continuing the Wise Owl recognition certificates.</li> <li>● Houses initiative.</li> <li>● Consider putting a Student Council in place.</li> <li>● Continue to promote extracurricular activities (Ex. Lunch Clubs, sport tournaments, schoolwide activities, etc.).</li> </ul>



### 3. MEASURES TO ENCOURAGE PARENTAL COLLABORATION

Parents are valuable partners and it is important to work together when it comes to taking action to prevent and stop bullying and violence. It is together that we can find the solutions. This collaboration will enable us to continue to flourish and succeed in an atmosphere of mutual respect ([LBPSB Policy on Safe and Caring Schools](#)).

Measures encouraging parent(s)/guardian(s) collaboration in preventing and stopping bullying and violence and in creating a healthy and secure learning environment.

- The Code of Conduct and the ABAV Plan will be made available to parent(s)/guardian(s); it will be posted on the school website.

Other school-based measures, if necessary:

- Continued support to our Home & School committee
- Encouraging parent involvement in school activities
- Piloting a Grand-friend program between community grand-parents and our students
- Continued communication from administration to parents.
- Birchwood Facebook page

*"The Lester B. Pearson School Board believes that the school board's administrators, staff, parents, students and all those present in the school's environment have a responsibility to ensure that the right to be safe and secure is upheld."*

*-LBPSB Policy on Safe and Caring Schools*

# Resources

Community Resources	Information on Violence and Bullying
<p><b>For Students:</b></p> <ul style="list-style-type: none"> <li>● Kids Help Phone: 1-800-668-6868               <ul style="list-style-type: none"> <li>○ <a href="http://kidshelpphone.ca">kidshelpphone.ca</a></li> <li>○ Text HELLO to 686868</li> </ul> </li> <li>● <a href="http://cybertip.ca">cybertip.ca</a></li> </ul> <p><b>For Parent(s)/Guardian(s) :</b></p> <ul style="list-style-type: none"> <li>● CLSC               <ul style="list-style-type: none"> <li>○ Name : CLSC et Centre de services ambulatoires de Vaudreuil-Dorion</li> <li>○ Phone No. : 450-455-6171</li> </ul> </li> <li>● Sûreté du Québec (SQ)               <ul style="list-style-type: none"> <li>○ Post No. : Vaudreuil-Ouest, St-Clet</li> <li>○ Phone No. : 450-456-3883</li> <li>○ Post No. : Vaudreuil, Vaudreuil-Dorion</li> <li>○ Phone No. : 450-424-1212</li> </ul> </li> <li>● Other Services               <ul style="list-style-type: none"> <li>○ Department of Youth Protection</li> <li>○ Phone No. : 1 800 361-5310 or 450 679-0831</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● <a href="#">Benado - Mon pouvoir sur l'intimidation</a></li> <li>● <a href="#">Canadian Centre for Child Protection</a></li> <li>● <a href="#">Canadian Red Cross- Violence and Abuse Prevention</a></li> <li>● <a href="#">Government of Quebec: Violence and bullying</a></li> <li>● <a href="#">Media Smarts</a></li> <li>● <a href="#">Ministère de la famille - Québec</a></li> <li>● <a href="#">Promoting Relationships and Eliminating Violence Network (PREVNet)</a></li> <li>● <a href="#">Renfort Support Line - Telephone support line for Montreal families affected by gun violence</a></li> <li>● <a href="#">Common Sense Media</a></li> </ul>

## 4. PROCEDURES OF REPORTING OR REGISTERING A COMPLAINT

The LBPSB complaint procedure can be followed to make a report or register a complaint: [Link to LBPSB Complaint Procedure](#)

The procedures for reporting or registering a complaint of acts of bullying, violence, cyberbullying, and sexual violence are:

For students	
bullying, violence, cyberbullying, or sexual violence	You can ask for help for yourself or for someone else. To report a situation, you can contact any adult you trust (teacher, integration aide, daycare, principal, parent, etc.). They will be able to guide you.
For parent(s)/guardian(s)	
bullying, violence, cyberbullying, or sexual violence	Inform the principal via email, phone call, or in-person meeting.
For staff members	
bullying, violence, cyberbullying, or sexual violence	Inform the principal via email, phone call, or in-person meeting.
For partners, (bus drivers, volunteers, others)	
bullying, violence, cyberbullying, or sexual violence	Inform the principal via email, phone call, or in-person meeting.
Any person or enterprise providing extracurricular services to students of a school or carrying out a special school project for the provision of services other than educational services	
bullying, violence, cyberbullying, or sexual violence	<u>Must inform</u> the principal of the school attended by the students directly involved of any act of bullying or violence that they observe. They must also follow the prescribed training.

## The procedures for registering a complaint are:

- In the case of a complaint concerning an act of sexual violence, the principal shall also inform the student who is the victim that it is possible to refer the complaint to the [Commission des services juridiques](#). **If the student is under 14 years of age**, the principal also informs their parent(s)/guardian(s) of that option, and **if the student is 14 years of age or over**, the principal may also inform his or her parent(s)/guardian(s) of that option, with the student's consent. ([Art.96.12, QEA](#))
- It is possible to make a report or file a complaint concerning an act of sexual violence to or with the regional student ombudsman and, for a person who is dissatisfied with the follow-up on a complaint filed with the institution, to use the [complaint processing procedure](#) provided for in the Act respecting the National Student Ombudsman.
- **Regional Student Ombudsman Coordinates:**  
1035, rue De La Chevrotière, 25e étage  
Québec (Québec) G1R 5A5  
Phone number: 1 833 420-5233  
Email: [info@pne.gouv.qc.ca](mailto:info@pne.gouv.qc.ca)

To find out more about the treatment of complaints procedure,  
please visit the LBPSB website:

<https://www.lbpsb.qc.ca/parents-and-community/complaints-procedure/>

# 5. ACTIONS TO BE TAKEN

RESPONSE PROTOCOL	
STUDENT(S), PARENT(S)/GUARDIAN(S), ANY OTHER PERSON, OR PARTNER(S)	
<ul style="list-style-type: none"><li>• We <b>encourage</b> any student(s), parent(s)/guardian(s), or any other person who observes an act of bullying or violence, as a responsible member of the school community, to report the incident (refer to Element 4).</li><li>• We <b>require</b> partner(s) to report the incident (refer to Element 4).</li></ul>	
STAFF	
Any staff member who observes an act of bullying or violence must (items 1-4): <ol style="list-style-type: none"><li>1. <u>Respond</u>- Intervene immediately</li><li>2. <u>Reassure</u>- Ensure safety of all school community parties and partners</li><li>3. <u>Report</u>- To the Principal or their designate</li><li>4. <u>Review</u>- Establish frequent check-ins, maintain communication and ongoing support as needed</li></ol>	
PRINCIPAL	
After considering the best interest of students and/or staff directly involved, the principal shall: <ul style="list-style-type: none"><li>• Meet with parties involved, as needed.</li><li>• Communicate relevant information to relevant staff members regarding the safety of the student(s) and/or staff concerned.</li><li>• Communicate with their parent(s)/guardian(s) to inform them of the measures in the anti-bullying and anti-violence plan, as required. <a href="#">(Art 96.12. OEA)</a></li><li>• Refer parent(s)/guardian(s) to complaints procedure, should they express dissatisfaction with the course of action from the school administration, and inform them of their right to request assistance. <a href="#">(Art 96.12. OEA)</a></li><li>• Document the incident.</li></ul>	

**School Community Parties:**  
Students, Staff, School Administration, School Board, Governing Boards, & Parents.

**School Partners:**  
Outside organizations including but not limited to bus companies, coaches, & volunteers.

# 6. CONFIDENTIALITY

Reporting incidents of bullying or violence is the right thing to do. It allows everyone to obtain help and put an end to the situation. Reporting may cause discomfort in the person doing it, however, the school will take the necessary precautions to preserve confidentiality.

The measures to protect the confidentiality of any report or complaint concerning an act of bullying or violence are:

- Staff are reminded annually that every incident and the ensuing follow-up must be kept confidential.
- Communication with all parties will be discreet.
- All parties will be treated with respect, discretion and empathy.
- Details of applied disciplinary sanctions will be kept confidential as the law forbids that this information be communicated to other students or parents.

Birchwood Elementary is dedicated to upholding confidentiality for all parties involved in reporting bullying or violence, while ensuring that the identified perpetrator is fully informed of the details of the complaint. However, please note that school personnel are legally prohibited from sharing information about disciplinary measures concerning any child other than your own. Rest assured that appropriate actions will be taken in response to every incident.

## 7. SUPERVISORY OR SUPPORT MEASURES

It is the responsibility of every staff member to use difficult/challenging situations as opportunities to help students improve their social and emotional skills, accept personal responsibility for their learning environment, and understand consequences for poor choices.

### Supervisory or Support Measures for Victims, Witnesses, and Perpetrators (may include, but are not limited to)

- Ensure a safe, caring, and trusting climate during interventions.
- Put in place necessary measures for the safety of all school community parties and their partners.
- Facilitate a meeting with a designated staff member.
- Offer individual or group support.
- Refer to the professional resources of the school or school board.
- Establish an intervention plan.
- Refer to external partners such as:
  - Batshaw/Department of Youth Protection (DYP);
  - Integrated University Health and Social Services Centre/Integrated Health and Social Services Centres (fr. CIUSSS/CISSMO);
  - Service de Police de la Ville de Montréal (SPVM);
  - La Sûreté du Québec (SQ).
- Monitor and follow up after resolution.

## 8. DISCIPLINARY SANCTIONS

The application of disciplinary sanctions will be made following an analysis of the incident(s). The severity of bullying and violent acts are measured by their intensity, frequency, consistency, persistence, context, and impact.

### Considerations When Determining Disciplinary Sanctions

- Age and developmental maturity of the students involved.
- Nature, frequency and severity of the behaviours.
- Relationships of the parties involved.
- Context in which the alleged incident(s) occurred.
- Patterns of past or continuing behaviours.
- Family context.
- Other circumstances that may play a role such as cultural context, trauma history and mental health.



## Disciplinary Sanctions (may include, but are not limited to)

- Conversation with student
- Parent notification
- Reflection activity or action
- Restorative measures or practices
- Restitution
- Mediation or conflict resolution
- Behaviour contract
- Removal of privilege(s)
- School detention
- Referral to Planning Room and/or Alternative to Suspension Program
- In-school suspension
- Out-of-school suspension
- Enrolment in another school

## 9. FOLLOW-UP

*Follow-up measures may include:*

- Ongoing documentation of the event(s).
- Ongoing communication with all parties involved, as needed.
- Ongoing monitoring of all students involved to assess their well-being.
- Verifying the completion of disciplinary sanctions for all parties concerned.
- Referring parent(s)/guardian(s) to complaints procedure, should they express dissatisfaction.

To find out more about the treatment of complaints procedure,  
please visit the LBPSB website:

<https://www.lbpsb.bc.ca/parents-and-community/complaints-procedure/>

# SEXUAL VIOLENCE

## Compulsory training activities for management and other personnel:

- Training will be provided, when made available.

## Safety measures to stop sexual violence:

- Sexuality Education Curriculum within the CCQ curriculum
- Internal expertise of school board professionals (sexologist, psychologists, guidance counsellors, etc.)
- Prevention programs
- Consultation with partners (SPVM/SQ, CIUSSS/CISSMO, Batshaw/DYP, Marie-Vincent Foundation, etc.)

## Complaint Procedure

In the case of a complaint concerning an act of sexual violence, the principal shall also inform the student who is the victim that it is possible to refer the complaint to the [Commission des services juridiques](#). **If the student is under 14 years of age**, the principal also informs their parent(s)/guardian(s) of that option, and **if the student is 14 years of age or over**, the principal may also inform his or her parent(s)/guardian(s) of that option, with the student's consent. ([Art.96.12, OEA](#))

It is possible to make a report or file a complaint concerning an act of sexual violence to or with the regional student ombudsman and, for a person who is dissatisfied with the follow-up on a complaint filed with the institution, to use the [complaint processing procedure](#) provided for in the Act respecting the National Student Ombudsman.

Other options to report situations of sexual misconduct and violence in schools include:

- a call or text to the National Student's Ombudsman at 1-833-420-5233
- an email to [plaintes-pne@pne.gouv.qc.ca](mailto:plaintes-pne@pne.gouv.qc.ca)

# ANNUAL EVALUATION GRID

## (To be completed in spring of 2025)

LEGEND		
1	No adjustment	Our actions are satisfactory and we are continuing on this path
2	Some adjustments	Our actions are quite satisfactory, but require some adjustments.
3	To replace	Our actions or measures are no longer applicable or available.

Evaluation of EDDI Priority							
		Legend: 1: No adjustment 2: Some adjustments 3: To replace			Check		
Actions and/or Prevention Measures carried out in 2023-2024		1	2	3			
1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
4		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Findings							

Evaluation of Priority #1					
		Legend: 1: No adjustment 2: Some adjustments 3: To replace		Check	
Actions and/or Prevention Measures carried out in 2023-2024		1	2	3	
1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Findings					

Evaluation of Priority #2					
		Legend: 1: No adjustment 2: Some adjustments 3: To replace		Check	
Actions and/or Prevention Measures carried out in 2023-2024		1	2	3	
1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Findings					