

Anti-Racism & Mutual Respect Policy

Pedagogical Version – for Teachers, Students, and Parents

Every person in the CFIS community has rights that are protected by the *Human Rights Act* (Alberta) and the *Canadian Charter of Rights and Freedoms*. Rights are the rules about how each person is treated in our province and our country.

Our school community includes students, parents, volunteers, guests, and everyone who works here: teachers, principals, recess supervisors, library staff, office staff and everyone else who works at our school. These rights apply to all of these people.

Section 1: Rights of all members of the CFIS community

1. The right to be treated with kindness and respect

At CFIS, everyone has the right to be treated with kindness, courtesy, honesty, respect, and dignity, at all times, no matter:

- The colour of their skin
- Where their family comes from
- What they believe
- What they look like
- What they wear
- Their gender
- Who is in their family
- Who lives in their home
- Who they love or marry
- How old they are
- How much money they have
- How they or their family make money
- What their body can or cannot do
- How their brain works

2. The right to privacy and confidentiality

At CFIS, everyone has the right to have their privacy respected. This means no one has to share information about themselves or their families that they do not want to share. Everyone also has the right to confidentiality. This means that each person's private information (about themselves, their family, their health, their identity, etc) will not be shared without that person's knowledge and permission. In our province, there are specific laws about privacy and confidentiality, found in the *Personal Information Protection Act*. We follow those laws. For students, parents have the right to make decisions in regards to their child's privacy and confidentiality, in most situations.

In some situations, adults may need to break confidentiality to keep students safe.

3. The right to self-identification and self-determination

At CFIS, everyone has the right to identify themselves in regards to gender, race, cultural background, religion, and other groups, and to be accepted and celebrated for the identity/ies they express.

This means that our school community will accept and celebrate the identity, name, and pronouns that each person selects for themselves.

In situations where a student requests that the CFIS community address them by a new name or pronouns, CFIS will honour the student's request. CFIS will navigate these disclosures, and make decisions about parent communication based on our assessment of the student's best interests. CFIS will always strive to collaborate with families to support students; if this is not possible, the student's wellbeing will be CFIS' priority.

4. The right to a positive environment

At CFIS, everyone has the right to have their needs respected and to learn and work in a positive environment.

Section 2: Student groups that promote inclusion and diversity

If a CFIS student (or group of students) asks CFIS staff for support to:

- Create a student group
- Lead an activity
- Plan or organise an event

That will promote a welcoming, caring, respectful, and safe school; respect diversity, and/or create a sense of belonging, the Head of School will:

1. Give their permission for the group, activity, or event
2. Designate a teacher, staff member, or volunteer to support the student(s) and facilitate the group/activity/event.

If no adult is able to support the student request, the Head of School will tell the Board, and the Minister of Education, who will appoint a responsible adult to support the request.

This section applies to groups, events, and activities that promote and celebrate equality, diversity, and belonging, for members and allies of different groups, including:

- Race
- Culture
- Gender

- Disabilities
- Family status
- Orientation
- Age

It specifically applies to organizations such as gay-straight alliances, diversity clubs, anti-racism clubs.

This means that these clubs and organizations are welcome, celebrated, and supported, by all members of the CFIS community.

Students may select a name for the organization, club, or activity, which is respectful and inclusive. Names can include “gay-straight alliance” or “queer-straight alliance” when that is the focus of the group. No one (including the Head of School) can discourage the use of these names.

Student groups or activities referred to in this section will be included in any list of clubs/groups/organizations/activities that occur at CFIS. The activities and initiatives of these groups will be shared in the same way as the activities and initiatives of other student groups or teams.

This means that the community will not receive any special notification of the existence of these groups, and that special parental permission is not required for students to participate.

If we wouldn't do it for a chess club (tell parents, seek community input/permission, etc), we won't do it for a GSA.

Section 3: Actions that violate the rights of others

At CFIS, the following actions and behaviours are unacceptable, as they cause harm to others, and violate the rights listed in Section 1:

- **Assault:** attacking someone on purpose, using your body, your words, or a weapon, with the intention of hurting them.
- **Verbal abuse:** using words to scare or harm someone, on purpose, over and over.
- **Discrimination:** excluding someone from a group or activity, or treating them in an unfair way, because of:
 - The colour of their skin
 - Where their family comes from
 - What they believe
 - What they look like
 - What they wear
 - Their gender

- Who is in their family
 - Who lives in their home
 - Who they love or marry
 - How old they are
 - How much money they have
 - How they or their family make money
 - What their body can or cannot do
 - How their brain works
- **Harassment:** knowingly doing something to bother or upset another person, over and over, when their words, actions, and/or body language says they do not like it.
 - **Bullying:** hurting or scaring the same person or group of people on purpose, over and over.
 - **Social alienation:** acting in a way that makes someone feel left out; that makes others believe bad things about someone; or that causes others to exclude or isolate someone.

At CFIS, it is unacceptable for any of these things to happen in person, in writing, or online.

In addition, at CFIS it is specifically unacceptable for any member of our community to hurt or harm another member, because of:

- The colour of their skin
- Where their family comes from
- What they believe
- What they look like
- What they wear
- Their gender
- Who is in their family
- Who lives in their home
- Who they love or marry
- How old they are
- How much money they have
- How they or their family make money
- What their body can or cannot do
- How their brain works

This includes teasing or jokes made about any of these things.

If this happens, it is addressed as unacceptable, discriminatory behaviour, that goes beyond typical teasing or conflict.

Impact and Intention

Behaviours and incidents that fall under this policy have both intention and impact:

- Intention: The outcome that the person committing the behaviour was planning or hoping to reach.
- Impact: The way that the behaviour affected the person who received it.

In situations where a behaviour or incident violates the rights of another member of our community, the **impact** will be more important than intention when determining the consequences and follow-up.

Section 4: When rights are violated

If a member of the CFIS community has their rights violated, or learns that someone else's rights have been violated (intentionally or unintentionally), they should:

1. Tell the person violating their rights to stop.
2. Report what happened to a responsible adult (for students), who will then:
3. Record the incident, including what happened, where, when, who was involved, and who may have seen what happened.
4. The adult will then report the incident to the appropriate CFIS staff. This may include: teachers, principals, other members of the SLT, and/or the Head of School. If the incident is reported to a teacher or other CFIS staff member, the teacher/staff member will share with their principal/director.
5. The principal/director will review the available information, and decide what to do next.. The review will consider how to keep other students, staff, or other community members safe until the review is complete. This could mean that a student (or adult) is not able to attend a program, activity, or class until the review is complete.

The review will treat the reported incident as an allegation (something that may have happened, but is not yet confirmed).

The outcome of the review will determine whether a formal investigation is necessary.

Whenever possible, incidents will be resolved by intervention with the appropriate students and adults, and with appropriate, restorative consequences.

If an incident has not been resolved by the review, the Head of School (or someone appointed by the Head of School) will start a formal investigation. This may also happen if:

- The intent or impact of the incident is severe;
- There have been previous incidents involving the same members of our community.

The investigation will include further interviews with everyone involved.

If the investigation shows that rights were violated, the Head of School (or designate) will determine the appropriate consequences. These may include:

- A warning
- Further restrictions on access to CFIS facilities, activities, and/or events
- Any other action that the Head of School believes to be necessary and appropriate

These consequences cannot restrict a student's access to instruction.

These consequences can be applied to any member of our community, including parents, staff members, visitors, and volunteers.

The Board is available to support and advise the Head of School in an investigation, and in deciding the best course of action.

When an investigation occurs, it will:

- Be done fairly and promptly
- Respect the confidentiality of everyone involved
- Keep the affected community members updated on the progress of the investigation.

Section 5: Enforcement of this policy with students

CFIS has a policy (Admin Procedure #320: Student Conduct and Discipline) that describes the consequences for unacceptable student behaviours. Any student behaviour that violates the rights of another member of our community is considered unacceptable, and will result in consequences aligned with this policy. These may include:

Detention: a student spending time reflecting on their actions, performing restorative/reparative actions, or learning about the rights that they violated.

Suspension: a student being removed from class or from school, for a specific period of time. The purpose of a suspension is:

- To ensure the safety of the other student(s);
- For teachers and administrators to make a plan to ensure the safety of the community;
- For parents of the affected students to work together with the school to resolve the issue.

Suspensions can be:

- From class: when a teacher moves a student to another supervised place in the school, for a short

period of time. The principal or assistant principal must be informed.

- Minor: when a student is removed from a class or course, a school activity, or the school bus, for a specific period of time. The principal or assistant principal must be directly involved.
- Major: when a student is not allowed to come to school, including any school events, for a specific period of time (not more than 5 days). Only the Head of School can approve a major suspension.

In any suspension parents must be informed.

An essential piece of any detention or suspension is time spent reflecting on and learning about the impact of the words/behaviours/actions that violated the rights of another. CFIS will offer resources to support this learning and appropriate reparative actions. This learning and reflection is a shared responsibility between the school and the family/ies of the student(s).

Expulsion: When a student is no longer permitted to attend CFIS, and is no longer enrolled at our school. Only the Head of School can expel a student. Expulsions must be reported to the Board.