

JOINT SAFE SCHOOLS ANNUAL COMMITTEE REPORT

Committee Members: Gillian Vivona, TSU President, Chair
Angela Tersigni, TSU 2nd Vice-President, Executive Liaison
Maureen Riffin, Loretto Abbey
Kevin Marcos, St. Basil-the-Great
Maria Andriano, St. Patrick

Terms of Reference for the Joint Safe Schools Committee

- 1) To review the TCDSB *Code of Conduct* and Safe Schools policies under Bill 212
- 2) To review existing education and training programs in current Safe Schools legislation
- 3) To facilitate professional development activities in relation to Safe Schools legislation
- 4) To make recommendations to the Safe Schools Advisory Committee with regards to Safe School issues as they may affect secondary school teachers.
- 5) To obtain relevant Safe Schools data as required and permissible

ACTIVITIES:

1) Safe Schools Statistical Data Review

TSU continues to request all and any information that impacts on the health and safety of our TSU members. This information is required under both the statutory requirements of the Ontario Health and Safety Act (Bill 168) as well as the Education Act (which covers Safe Schools under Bill 157 legislative requirements). TSU and the Board continue to review Safe Schools data on a quarterly basis in an effort to ensure that school communities receive the necessary resources, staffing and support to adequately address Safe Schools issues and proactively prevent them. This data review includes a review of the following reports broken down by area and by school:

- Suspension and Expulsion Report
- Fresh Start Report
- Infraction Report
- Teacher Delegation Report
- RCMC Report
- Threat Assessment Report

This data is being regularly reviewed in order to analyze trends and patterns in schools and districts, and to make recommendations to the Board for safer schools.

TSU members of JSSC noted discrepancies in data due to missing columns in the Suspension, Expulsion and Fresh Start Report. Board included missing data and provided revised reports.

Board provided greater clarity regarding suspensions, expulsions and mitigating factors. Board has informed Teacher members of the Joint Safe Schools Committee (JSSC) that when 306 or 310 infractions are reported, the incident/activity is investigated. If the activity warrants a suspension, mitigating circumstances are considered and the activity is reviewed once again to determine if a suspension is warranted. If the reported activity warrants an expulsion, a suspension will occur and an investigation will determine if an expulsion is recommended. If an expulsion is recommended, a further decision will be made to determine if it will be a school or Board expulsion.

TSU members of the JSSC requested that summer school data be reported separately. Board members will look into this request.

Board informed TSU members of the JSSC that Remediation Circles may be used with discipline but not in the place of discipline. These may also take place without a suspension (outside of discipline).

TSU members of JSSC noted a high percentage of suspended students (secondary panel), volunteer to access TIPPS (available to students who are suspended 6+ days).

Board informed TSU members of the JSSC that preliminary threat assessments should be conducted for all threats of violence. It is Board practice to conduct a preliminary assessment although this is not a requirement under legislation. Discussion regarding the parameters of the composition of the team for the purpose of completing the Threat Assessment Report also occurred. Board members of the JSSC confirmed information gathered from the individual who was threatened should be included and considered when completing the Report.

Board confirmed that intake meetings occur at all schools and a transition plan is completed by the administrator. It is the responsibility of the school Principal and Area Superintendent to track the intake meetings. Teachers are to bring any concerns regarding intake/local school meeting to the Board. Board has agreed to provide the instructions/communications sent to administrators regarding Fresh Start meetings.

2) Teacher Delegation Document

Last year, TSU members on the JSSC developed a draft Teacher Delegation Document which outlined a check list of items and questions a local Safe and Accepting Schools Team may review and consider when determining the local practices to put in place regarding teacher delegation. Board determined this document is not required; Principal will manage the school and conversations. Board will address best practices at Principal's meeting. TSU relayed that this document could be used to inform the local school conversations to ensure most possible scenarios are considered when making their Safe Schools Plan. Board does not agree. TSU will continue to advocate.

3) School Messenger Communication of Emergency Response Procedures

Board confirmed lock downs and bomb threats will be sent out by the TCDSB Communications Department. In these situations, an email will be sent and a phone call will be made to Union Presidents, Trustee, Director, Area Superintendent, Safe Schools Superintendent, and parents. The school administrator will initiate communication when a hold and secure or shelter in place is determined.

4) Safe Schools Policies Review

The following policies have been reviewed:

Code of Conduct, Bullying Awareness and Prevention, Suspension and Expulsion, Progressive Discipline.

5) TSU Reps Day

Board informed the JSSC teacher members that there is no funding for the Safe Schools Reps day this year as the EPO grants have been cut by the Ministry.

6) Safe Schools Teacher Survey

Currently, there is no TCDSB survey to measure how safe teachers feel in their workplaces. Board defers this to the Joint Occupational Health and Safety Committee but also stated that the Mental Health Department is working on a survey for staff.

7) Teacher Delegation Training

There has been positive feedback from the training day. The JSSC teacher members have requested an updated list of trained teacher delegates.

8) Site Risk Assessments and Safe Schools Plan

The local TSU Safe Schools Committee reviewed all Safe School Plans in our secondary schools (last 5 years) based on the 2013 TCDSB Safe and Accepting School Team (SAST) document. All Site Risk Assessments were also reviewed. A comprehensive and detailed report detailing how the Site Risk Assessments could be used to inform the Safe School Plans developed by the local Safe and Accepting Schools Teams was produced by the local TSU Safe Schools Committee. This report was provided to Board for further discussion at the table. Board members of the JSSC will discuss the possibility of Site Risk Assessment being considered as one of the many sources of information reviewed by the SAST when developing the Safe Schools Plan.

9) Off-Site Evacuation Plans

The teachers on the JSSC requested the off-site evacuation plans. Board referred the Teachers to the Joint Occupation Health and Safety Committee.

10) Fresh Start Pilot Project

Discussion regarding the purpose and process of informing on-call teachers and/or occasional teachers of students with a violent history. Discussion of broadening the scope to be more inclusive for any students with trigger to avoid escalating situations also occurred. Board will confer with Legal Counsel and Joint Occupational Health and Safety employee co-chair for implementation process.

11) Accident Investigation Reports (AIRs) and Violence Reporting

Teachers on JSSC provided updated data sheets for violence reported on Accident Investigation Reports (AIRs). Teacher Committee members formally requested a co-ordinated implementation plan to be developed with JSSC, JHSC and Jt. Special Education Committee to deal with and prevent the violence from DD/ME students.

Discussions regarding the violence that DD/ME teachers are faced with when teaching their students. The Suspension/Expulsion Report does not include exclusions (the removal of student from a school based on prescribed criteria which are not disciplinary. The Board's position is that this does not fall under Student Discipline and therefore, is not under Safe Schools purview. Exclusion tracking is handled by Corporate Services and Student Services (Special Education). Only violent incidents resulting in disciplinary action and/or exclusions are reported to the Ministry. TSU will continue to advocate that ALL violent incidents, regardless of disciplinary action be reported as per PPM 120.

Board informed TSU members of the JSSC that if any violent incident is directed at staff, the Area Superintendent will inform the Unit President. Board's position is that Safe Schools deals only with student discipline. Workplace violence is dealt with by the TCDSB Health and Safety Department; if violence or threat involves a staff member, administration will confer with the TDSB Health and Safety Department.

12) Distance Learning

The JSSC met to discuss progressive discipline and reporting of student infractions during distance learning.

Considered Plans/Recommendations for 2020/2021:

- Continue to work closely with the Joint Health and Safety Committee, Joint Special Education Committee and the Board, to ensure that the TCDSB is taking the essential steps to fulfill their obligations in:
 - Consulting with TSU when developing and revising Safe Schools policies
 - Following Safe Schools policies
 - Consulting with TSU for the development and implementing of practices with respect to the use of Student Safety Plans to inform on-call and/or occasional teachers of any potential student risks.
- Continue to recommend the following Plans be received and reviewed by the JSSC:
 - Teacher Delegation Plans
 - Evacuation Plans
- To develop a checklist for Off-Site Evacuation Plans.
- To provide a list of all secondary schools that have not had scheduled yearly site risk assessments.
- To review details regarding how site risk assessments can inform the Safe Schools Plans.
- To continue to work with the Board to develop joint in-services to members that adequately address Safe Schools professional development on protocols and procedures, as well as challenges and concerns of our members in our school communities.

***The committee welcomes suggestions and information, which would benefit our members.

Prepared By: Angela Tersigni, TSU 2nd Vice-President