



Policy: Respectful Workplace Policy

Policy Number: AE

Policy Type: Foundations and Basic Commitments

POLICY

Hanover School Division believes in providing a safe and respectful work and learning environment for all students, parents, employees, contractors, vendors, and the general public so far as reasonably practicable. No one, whether a supervisor/manager, administrator, a staff member, a student, a contractor, a vendor or any member of the general public should be subjected to discrimination, harassment, sexual harassment, personal harassment, bullying (including cyberbullying), disrespectful or violent behaviour, for any reason, at any time. No one has the right to discriminate against, harass, bully, show disrespect or violence towards anyone else, at work/school or in any related situation.

Employees and students should be mindful of how their behavior impacts or affects others. Despite the intent, behavior may be perceived as being abusive or unwelcome. Perception is relevant.

The policy applies to all employees and students of Hanover School Division including persons employed or contracted by Hanover School Division. The policy also applies to:

- Any location where the business of Hanover School Division is being carried out, and
- Other locations and situations such as during business travel, attendance at conferences, training seminars and job fairs, work-related social gatherings, all social media platforms or other locations where the prohibited behaviour may have a subsequent impact on the work relationship, environment or performance.

In Hanover School Division, diversity, justice and equality are valued. Hanover School Division will not tolerate or condone any type of behaviour which contravenes this policy and will take the necessary and appropriate action to address situations that occur which are a breach of this policy. A serious infraction which warrants disciplinary action may be considered grounds for suspension or dismissal.

It is the responsibility of every staff member to conduct him/herself in a manner consistent with this policy. A student, employee or member of the school community, who believes she/he is being harassed by a person in a position of authority, or by a coworker, or by any other person affiliated with the school division, should report the incident immediately following the procedures herein set forth.

Date Policy Created:	May 20, 2008
Date of last Review:	May 5, 2020

Reference(s):	<ul style="list-style-type: none">• (Education Administration Act - MR 468/88)• (Public Schools Act - 58.6, Education Administration Act - MR 77/05)•
Related Forms:	A - Workplace Safety and Health Harassment Complaint Form B - Workplace Safety and Health Harassment Respondent's Response Form