

Respectful and Fair Treatment of Students Policy

Wales Young Institute

Name of Institution

3857

Institution Number

**Respectful and Fair
Treatment of Student
Policy**

Name of Policy

April 25, 2014

Date of
Implementation

August 30, 2021

Date of Last Revision

Policy Statement

Wales Young Institute (WYI) promotes the respectful and fair treatment of all students. Wales Young Institute is committed to creating an atmosphere where all members of the school are treated fairly and equally. WYI strives to protect and promote the dignity of individuals with diverse backgrounds and needs. WYI committed to ensuring an educational environment that is free from harassment (based on prohibited grounds of discrimination under the various federal and provincial human rights codes). In support of these goals, abuse, exploitation, harassment, and discrimination violating fundamental collective and individual rights, dignity and personal integrity must be identified and addressed.

Definitions

Abuse, exploitation, harassment, and discrimination refers to objectionable conduct or comment directed towards a specified person(s), which serves no legitimate work or educational purpose, and has the effect of creating an intimidating, humiliating, hostile or offensive work or study environment. Harassment is engaging in a course of aggravating comment or conduct that is known, or ought reasonably to be known, to be unwelcome. It involves conduct which tends to interfere with a climate of understanding and mutual respect for the dignity and worth of each person.

Some examples of harassment include, but are not limited to:

- being the result of a repeated course of conduct or comment occurring over time; however, in exceptional circumstances, one incident may constitute harassment;
- being expressed verbally, physically or visually;
- coming from a colleague, supervisor or subordinate;
- involving one person or a group;
- being either deliberate or unintentional.

The fact that someone did not intend to abuse, exploit, harass, or discriminate is no defense to a complaint. Regardless of intent, it is the effect and characteristics of the behavior that determine whether the behavior constitutes discrimination or harassment,

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subject to the test of a reasonable person.

The following are examples of behaviors which may be considered abuse, exploitation and harassment, but are not limited to:

- verbal abuse or threats;
- remarks, jokes, innuendoes, or taunting about a person's body, attire, age, sex, marital status, ethnic or national origin, religion, sexual orientation or any other prohibited ground of discrimination as per the various national and provincial human rights codes, etc.;
- gratuitous and/or inappropriate display of offensive and/or derogatory pictures (e.g. racist, sexist, ageist, etc.);
- practical jokes which demean or degrade;
- repeated unwelcomed invitations or requests of a personal nature which produce an intimidating work environment;
- degrading gestures;
- electronic transmission of any of the above;
- condescending or patronizing behavior which intimidates, or which interferes with an individual's ability to work or volunteer;
- unnecessary physical contact. Sexual harassment is unwelcome conduct or comment of a sexual nature that detrimentally affects the work environment or leads to adverse job-related consequences for its victims.

Some examples of sexual harassment include, but are not limited to:

- Sexist jokes, causing embarrassment or offence, or where they are by their very nature, clearly embarrassing or offensive, whether or not the joker has been so advised;
- Any conduct or comment that might, on reasonable grounds, be perceived as placing a condition of a sexual nature on a person's position, employment or on any opportunity for further personal or professional development, training or promotion within the association;
- Displaying sexually offensive materials by any means, including electronic;
- Sexually degrading or derogatory words used to describe or directed toward a person;
- Unwelcoming sexual comments, flirtations, advances, contact, attention or propositions;
- A reprisal or threat of reprisal, for rejecting a sexual solicitation or advance.

Grounds on which discrimination may be based include but are not limited to those set out in the Canadian and Provincial Human Rights and Act, as follows:

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- a. age;
- b. race;
- c. colour;
- d. religion;
- e. creed;
- f. sex;
- g. sexual orientation;
- h. physical or mental disability;
- i. an irrational fear of contracting an illness or disease;
- j. ethnic, national or aboriginal origin;
- k. family status;
- l. marital status;
- m. source of income;
- n. political belief, affiliation or activity;
- o. an individual's association with another individual or class of individuals having characteristics referred to in (a) through (n).

Discrimination imposes burdens, obligations, or disadvantages on specific individuals or groups not imposed upon others.

Procedures

Procedure to resolve an unfair treatment:

1. Members of the WYI community are encouraged whenever possible to resolve problems informally and, where necessary, to request the Senior Educational Administrator (SEA) to advise and assist in this process.
2. An individual who believes they are being subjected to unfair treatment (Complainant), SEA should keep a written record of the incident or incidents of the unfair treatment including such information as dates, times, what happened, and names of witnesses, if any.
3. An individual is encouraged to advise the person they believe has treated unfairly against them that the behaviour is unacceptable and ask them to stop. If the attempt to stop the offending behaviour is unsuccessful, the Complainant may seek the advice of the SEA.
4. SEA will arrange a meeting to resolve the issue with both parties and form a resolution together with both parties on board. The resolution may include, but not limited to, disciplinary action, dismissal, and/or termination.