



Niagara Catholic District School Board

## **EMPLOYEE WORKPLACE HARASSMENT POLICY**

### STATEMENT OF GOVERNANCE POLICY

200 – Human Resources

Policy No 201.7

Adopted Date: March 26, 2002

Latest Reviewed/Revised Date: April 27, 2021

In keeping with the Mission, Vision, and Values of the Niagara Catholic District School Board, the Niagara Catholic District School Board is committed to providing a safe working environment in which all Employees are treated with consideration, dignity, respect, and equity in accordance with the Gospel values of Jesus Christ, the Mission, Vision and Values of the Board.

The Niagara Catholic District School Board will not tolerate discrimination or harassment, including sexual and ethnocultural harassment in any workplace of the Board.

Niagara Catholic District School Board recognizes Workplace Harassment to mean; engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known as unwelcome.

Workplace Harassment includes sexual harassment, defined as;

Engaging in a course of vexatious comment, in any form, or conduct against a worker in a workplace because of, gender, sexual orientation, gender identity or gender expression, where the course of comment of conduct is known or ought reasonably to be known as unwelcome or;

Making a sexual solicitation or advance, in any form, where the person making the solicitation or advance is in a position to confer, grant or deny a benefit of advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

Workplace Harassment also includes ethnocultural harassment, defined as;

One or a series of unwanted, unsolicited remarks, behaviours or communications, in any form, directed toward an individual or members of an identifiable group because of a prohibited ground of discrimination.

The Board believes that the eradication of harassment in the school/workplace is the joint obligation of the employer and the employee. Therefore, any employee who becomes aware of a harassment situation between employees has a responsibility to draw appropriate attention to it. Any failure to take measures to address harassment in the workplace has legal implications for the employer under the Ontario Human Rights Code.

Where the occasion of a complaint of harassment arises, the Board may achieve resolution through a formal or informal process. During the process all information gathered is to be kept confidential.

It is the intention of the policy and the resulting procedures to attempt to protect both the complainant and the respondent. The Board will endeavour to protect the dignity, respect and privacy of all those involved. Each party has equal rights at all steps throughout the process.

The Board will review this policy on an annual basis, and will post this policy in the workplace along with any applicable procedures and/or related programs.

The Director of Education will issue [Administrative Operational Procedures](#) for the implementation of this policy.

**References:**

- [Municipal Freedom of Information and Protection of Privacy Act](#)
- [Occupational Health & Safety Act \(December 2009\) Bill 13](#)
- [Bill 132: Sexual Violence and Harassment Action Plan Act](#)
- [Ontario Human Rights Code 1990](#)
- [Teaching Profession Act](#)
- **Niagara Catholic District School Board Policies/Procedures**
  - [Employee Workplace Violence Policy \(201.11\)](#)
  - [Trustee Code of Conduct Policy \(100.12\)](#)
  - [Complaint Resolution Policy \(800.3\)](#)
  - [Protocol Between Niagara Region Police Service and the Niagara Catholic District School Board](#)
  - [Employee Code of Conduct & Ethics Policy \(201.17\)](#)
  - [Privacy Policy \(600.6\)](#)
  - [Records and Information Management Policy \(600.2\)](#)

<b>Adopted Date:</b>	<b>March 26, 2002</b>
<b>Revision History:</b>	<b>February 23, 2010</b> <b>February 28, 2012</b> <b>November 26, 2013</b> <b>February 24, 2015</b> <b>June 21, 2016</b> <b>May 23, 2017</b> <b>November 27, 2018</b> <b>July 10, 2019</b> <b>October 22, 2019</b> <b>April 27, 2021</b>