



<u>EF International Language Campus</u>	<u>03958</u>	
Name of Institution	Institution Number	
<u>Respectful and Fair Treatment of Others Policy</u>	<u>June 1, 2019</u>	<u>February 16, 2024</u>
Name of Policy	Effective Date	Revision Date

Respectful and Fair Treatment of Others Policy

EF International Language Campus is committed to ensuring that its learning environment promotes the respectful and fair treatment of all students. We are committed to providing a caring, friendly and safe environment for all of our students so that they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our schools. We are a TELLING school. This means that anyone who knows that bullying, harassment or discrimination is happening is expected to tell a member of EF staff.

While students, staff and visitors are on the premises or taking part in activities or events hosted by **EF International Language Campuses** the following activities are prohibited:

- **discrimination**
- **harassment**
- **bullying**

What is discrimination?

Discrimination is a person or a group is treated differently (often badly) because of **race, gender, religion, sexual orientation, age or disability**.

What is harassment?

Harassment is a form of discrimination. It includes any unwanted physical or verbal behaviour that offends or humiliates you and makes you feel bad. Harassment often goes on over time, but there can also be serious one-time events.

What is bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim.

Bullying can be:

Emotional: being unfriendly, excluding, tormenting (e.g. threatening gestures)

Physical: pushing, kicking, hitting, punching or any use of violence

Verbal: name-calling, sarcasm, spreading rumours, teasing

Racist: racial taunts, graffiti, gestures

Sexual: unwanted physical contact or sexually abusive comments

Homophobic: because of, or focusing on the issue of sexuality

Cyber: All areas of internet, such as email and internet chat room misuse. Mobile threats by text messaging and calls. Misuse of associated technology, i.e. camera and video facilities.

If you are a victim of discrimination, harassment or bullying, or have witnessed such events, please contact an EF staff member as soon as possible, who will address your problem with the strictest of confidence. EF commits to investigating the incident in confidence. If a student is found to be discriminating against, harassing or bullying others in the EF community, the case will be dealt with accordingly by the School Director. Depending on circumstances, perpetrators may be given an oral or written warning and in serious cases, such as criminal code violations, students may be expelled from school.

This institution is certified by the Private Training Institutions Branch (PTIB). Certified institutions must comply with regulatory requirements, including the requirement to have a Respectful and Fair Treatment of Others policy.

For more information about PTIB, go to www.privatetraininginstitutions.gov.bc.