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2019 - 2020

Safe Schools Plan

*At Toronto Catholic
we transform the world through witness,
faith, innovation and action.*



SCHOOL NAME

St. Leo Catholic School

SUPERINTENDENT:

Maria Meehan

SCHOOL ADDRESS:

165 Stanley Ave Toronto ON M8V 1P1

STUDENT ENROLMENT:

377

PRINCIPAL:

Rivers, Robert

TRUSTEE:

Teresa Lubinski



OUR MISSION

The Toronto Catholic District School Board is an inclusive learning community rooted in the love of Christ. We educate students to grow in grace and knowledge and to lead lives of faith, hope and charity.

OUR VISION

At Toronto Catholic we transform the world through witness, faith, innovation and action.

We believe in the worth and dignity of every person and that people thrive in a safe, healthy and compassionate environment. We strive to foster student achievement and well-being by providing all students with safe, healthy learning environment.

One of the ways we can achieve this goal is by using a whole-school approach to develop and nurture a positive school climate. The Safe Schools Action Team will consist of a variety of stakeholders in each school community responsible for advising the principal about school safety. The team will collaborate with the principal to create the local Safe Schools Plan.

SAFE AND ACCEPTING SCHOOLS TEAM

Administrative Rep	Rivers, Robert	Teacher Rep	Vlasschaert, Ryan
Teacher Rep	Chiera, Giuseppina	Support Staff Rep	Bonnici, Nicole
Teacher Rep	De Dominicis, Maria	Parent Rep	Zoldak, Tania
Teacher Rep	Hennessy, Christiana	Student Rep	Sulstarova, Enya

SAFE SCHOOLS PLAN

All schools are required to develop and implement school-wide plans to help create a safe, caring and inclusive learning environment. Each Safe Schools Plan will consist of the following components:

1. Bullying Awareness, Intervention and Prevention
2. Progressive Discipline
3. Promoting a Positive School Climate
4. Emergency Response Plan

In order for all students, staff members and parents/visitors in the school facility to be prepared to respond to a serious threat, the response procedures must be practiced. The Toronto Police/School Board Protocol, 2011 requires a minimum of 2 Lockdown Drills every school year.

Please see below for the scheduled drills:

LOCKDOWN DRILLS 2019-2020

1	2019-10-23	2	2019-11-05
3	2020-02-20	4	2020-03-27



1. Bullying Awareness, Intervention and Prevention Plan

Providing students with an opportunity to learn and develop in a safe and respectful society is a key goal of the TCDSB. Providing students with an opportunity to learn and develop in a safe and respectful environment supports academic achievement for all students, which in turn, helps them to reach their full potential. Research and experience show that bullying is a serious issue that has far-reaching consequences for individuals, their families and peers and the entire school community. Schools that have bullying intervention and prevention strategies foster a positive learning and teaching environment that supports academic achievement for all students and that helps students reach their full potential. PPM 144

School Vision

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Goal #1

To engage students as active and valued learners within the school community.

Initiatives/Strategies/Practices

- Survey of Grade 6 and Grade 8 students to be completed as per TCDSB timeline
- Bullying awareness, prevention training based on identified needs
- Safe Schools discussion a standing item on monthly staff meeting agenda
- Reinforcement of expectations and standards of behaviour, address inappropriate behaviour and validate appropriate behaviours
- Support students/families at risk
- Student Agenda planner to include the School Code of Conduct with specific inclusion of key points of our Safe School Plan
- Present the Safe School Plan at CSPC Meeting in the Fall term
- Complete meaningful activities promoting 'Acceptance and Inclusion of our Differences' to raise awareness during Bullying Awareness Week
- Liaise with Officer Shari Nevill for presentations related to topics such as appropriate use of social media, cyber bullying, positive peer relationships (scheduled during Bullying Awareness week in November)
- Request Guidance teacher to register intermediate students for Crime Stoppers Presentation Topic: Internet awareness and Personal Safety Date: TBA as per Crime Stoppers Timelines
- Timely interventions and supports for students, staff
- Monthly assemblies focusing on virtues, celebrating all of our successes
- Encourage staff to attend professional development workshops provided by the Safe Schools Department
- Safe School Team comprised of Principal, teaching staff, support staff, parent rep and intermediate student
- Citizen/character development/education; cross-curricular connections as per TCDSB Family Life & Religion programs
- Emphasis placed on inclusion of all students in school based activities
- Engage students in discussions through the use of appropriate read alouds (i.e., Howard B. Wigglebottom Learns We Can All Get Along)



TORONTO CATHOLIC DISTRICT SCHOOL

Safe Schools Plan



Responsibility

- Administration
- Staff
- Students
- Parents
- Safe School Team
- School Board Support Team

Resources

The following resources will be utilized to support these initiatives/strategies/practices:

- TCDSB Safe Schools Department
- TCDSB Policy S. S. 11
- Ontario Catholic School Graduate Expectations
- Bullying Awareness and Prevention Website
- Student Agendas
- TCDSB Resources ie Health & Safety Department - Corrado Maltese

Measurement of Progress

The following metrics will be used to measure progress in achieving the Goal:

- review of metrics from Safe and Caring Catholic School Climate Survey:
- 97.7% of students feel very safe or safe at school
- 53.5% of students say that they have never been bullied
- Bully incidents of those who reported bullying at least once:
 - 85% verbal
 - 25% physical
 - 45% social
 - 10% cyber
 - 0% were inappropriate sexual comments – grade 8's responded to this question only
 - 44.2% of students say that they think bullying is either a small problem or not a problem
 - 83.8% of students strongly agree or agree that our school is concerned or tries to help with bullying issues
- 67.4% of students say that they love or like school
- 11.6% of students say they don't like school
- 97.7% of students feel that they have at least 1 good friend
- 83.8% of students strongly agree or agree that their school is a healthy and active place to be
- 88.3% of students strongly agree or agree that our school promotes Catholic virtues and values
- 88.4% of students strongly agree or agree that our school is a happy and welcoming place to learn
- standing discussion item at staff meeting



TORONTO CATHOLIC DISTRICT SCHOOL

Safe Schools Plan



School Vision

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Goal #2

Create Discipline Procedures and Consequences for Bullying

Initiatives/Strategies/Practices

- October Staff Meeting - address expectations regarding Progressive Discipline
- School Bus Safety presentation to all students from Kindergarten to Grade 8
- Continue in-school activities and groups - reading buddies, Social Justice, Grade 8 leadership opportunities, Intramurals, Math Club, Mindfulness Group
- Engage parents as active partners
- Clearly identify a chain of command and a pyramid of intervention
- Student lunch helpers in primary classes (to report to teacher or duty)
- Promote Intramural lunch program that focuses on healthy living and fair play
- Monthly assemblies with an educational piece on behaviour

Responsibility

- Administration
- Staff
- Students
- Safe School Team

Resources

The following resources will be utilized to support these initiatives/strategies/practices:

- Ontario Catholic School Graduate Expectations
- TCDSB - Religious Education Department
- St. Leo Parish
- Student Leaders
- Safe and Caring Catholic School Climate Survey
- School Guidance Counselor

Measurement of Progress

The following metrics will be used to measure progress in achieving the Goal:



TORONTO CATHOLIC DISTRICT SCHOOL

Safe Schools Plan



- Review of metrics from Safe and Caring Catholic School Climate Survey
- 53.5% of students say that they have never been bullied
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 - 25% physical
 - 45% social
 - 10% cyber
 - 0% were inappropriate sexual comments – grade 8's responded to this question only
- 44.2% of students say that they think bullying is either a small problem or not a problem
- 83.8% of students strongly agree or agree that our school is concerned or tries to help with bullying issues
- Increased student engagement and participation in leadership opportunities and initiatives (e.g., food drives, acts of charity, social justice and global initiatives, etc.)
- Increased participation with St. Leo's parish
- Monthly Virtue of the Month Assemblies
- Activity Day/Play Day/Health and Wellness Day

AWARENESS . . . INTERVENTION . . . PREVENTION

If we as a school community agree to our goals and strategies, support their consistent implementation, commit to educating our students about a "bully-free" safe school environment, then our students will be better able to demonstrate an increased awareness and achieve in a learning environment void of emotional stressors caused by bullying.



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Goal #3

To ensure all members of our school community have an understanding of the Progressive Discipline protocols and policies.

Initiatives/Strategies/Practices

- Consistent application of the Progressive Discipline Policies and Protocols
- Inclusion of Progressive Discipline information in the student agenda book
- Consistent presence of TPS Community Liaison Officer Shari Nevill on site for presentations and other community events
- Consistent information sharing with the school community via CSPC meetings, newsletters and TCDSB communications to the community via electronic distribution.
- Fostering an awareness of the TCDSB Safe School Committee as an opportunity for parent engagement
- Make students aware of the Progressive Discipline platform

Responsibility

- Administration
- Staff
- Students
- Parents
- Safe School Team
- School Board Support Team

Resources

The following resources will be utilized to support these initiatives/strategies/practices:

- TCDSB Safe Schools Department
- Resources and workshops provided by Safe Schools Department
- Student Agendas
- School Guidance Counselor

Measurement of Progress

The following metrics will be used to measure progress in achieving the Goal:

- Safe and Caring Catholic School Climate Survey Results
- Reduction in the number of incidents added to Progressive Discipline
- Suspension rates decreased - Progression Discipline Safe School Application



2. Progressive Discipline Plan

Progressive discipline is a whole-school approach that utilizes a continuum of interventions, supports, and consequences to address inappropriate student behaviour and to build upon strategies that promote positive student behaviours. When inappropriate behaviour occurs, disciplinary measures should be applied within a framework that shifts the focus from one that is solely punitive to one that is both corrective and supportive. Schools should utilize a range of interventions, supports and consequences that include learning opportunities focused on reinforcing positive behaviour and helping students make good choices. PPM 145

School Vision

St.Leo is a community grounded in Catholic beliefs & traditions. In partnership with families & the church we endeavour to provide a caring & inclusive learning environment. Everyone is valued as a child of God. We aim to have all members of our school community reach out to one another & to the global community in an empathetic and compassionate manner. We strive to ensure our students attain skills required to become lifelong learners, critical thinkers, leaders & contributing members of society.

Goal #1

To create a holistic school approach to encourage appropriate behaviours and collectively deter inappropriate behaviours.

Initiatives/Strategies/Practices

- Student discipline is an opportunity to educate and will be used as such - there must be an educational piece to each consequence
- Continue to improve the use of the pyramid of intervention strategies for all staff members, clearly delineating "next steps" and align these practices with Board protocol
- Staff encouraged to expand professional learning opportunities with regards to students behaviours and progressive discipline (i.e., Safe Schools Professional Learning Certification Modules)
- Ensuring Progressive Discipline is implemented on a consistent basis and that such documentation is communicated with all relevant parties
- Respond in a proactive manner to students being monitored by presenting at SBST/SBSLT meetings
- Staff to address disciplinary concerns in a timely manner and implement positive behavioural supports
- Encourage consistent communication between school and home through the use of Communication Logs
- Investigate intervention for student and families at risk
- Modelling of the Ontario Catholic School Graduate Expectations on a daily basis
- Celebrate our successes



TORONTO CATHOLIC DISTRICT SCHOOL

Safe Schools Plan



Responsibility

- Principal
- Staff
- CYW students from Humber College
- Community Partners
- TCDSB Safe Schools Team
- Community School Liaison Officer
- St. Leo Parish
- Resource Staff; Social Work, Psychology, Guidance, Autism Team

Resources

The following resources will be utilized to support these initiatives/strategies/practices:

- Progressive Discipline/Safe Schools Manual
- TCDSB Safe School Department - Professional Learning Modules
- Ministry Documents: Caring and Safe Schools in Ontario, TCDSB Policy S.S.10
- Social Worker, Guidance, Psychology
- Community-based resources (eg Toronto Police Service Community Liaison Officer Shari Nevill)

Measurement of Progress

The following metrics will be used to measure progress in achieving the Goal:

- Increase in Leadership Participation Rate
- Expansion of Progressive Discipline practices
- Suspension rates decreased - Progression Discipline Safe School Application
- Implementation of Restorative Practices (RCMC)
- Standing discussion item at staff meetings

Review of the metrics from the Safe and Caring Catholic School Climate Survey:

- 97.7% of students feel very safe or safe at school
- 53.5% of students say that they have never been bullied
- 67.4% of students say that they love or like school
- 11.6% of students say they don't like school
- 97.7% of students feel that they have at least 1 good friend
- 83.8% of students strongly agree or agree that their school is a healthy and active place to be
- 88.3% of students strongly agree or agree that our school promotes Catholic virtues and values
- 88.4% of students strongly agree or agree that our school is a happy and welcoming place to learn



3. Positive School Climate

A school should be a place that promotes responsibility, respect, civility and academic excellence in a safe learning and teaching environment. A positive school climate exists when all members of the school community feel safe, comfortable and accepted. The Safe Schools Action Team and student leadership groups can play key roles in supporting learning and practices that educate students and staff members about safety concerns. Those practices used for very challenging situations that can jeopardize the safety and well being of others include, but not limited to: Threat Assessment, Restorative Conference and Mediation Circles.

School Vision

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Goal #1

To foster an environment where students are comfortable with leadership and responsibility.

Initiatives/Strategies/Practices

- Allow for leadership and responsibility amongst the student body, students will have opportunities to implement new co-curricular activities
- Plan activities for students that encourage teamwork and friendships (i.e., Carnival, Play Day, Health Day)
- Social Justice activities (i.e., food drives, Mitten tree)
- Monthly school assemblies focusing on the Virtues of the month, celebrating our successes and school pride
- Student engagement will be a standing discussion item on staff meeting agendas
- Continue with leadership responsibilities for all grade 6, 7 and 8 students (i.e., lunch helpers, pizza helpers, office helpers)
- Intramural program for students in Grade 1-5 on Mondays, Tuesdays, Wednesday, and Thursdays led by our Grade 7 and 8 student leaders
- Focus on mindfulness - mindfulness music, mindfulness club, Stop the Stigma team

Responsibility

- Administration
- Staff
- Student leaders
- Community School Liaison Officer
- Bishop Allen Academy and/or Father John Redmond staff and students
- Guidance Teacher

Resources

The following resources will be utilized to support these initiatives/strategies/practices:

- TCDSB Progressive Discipline Safe Schools Application
- School Board and Community
- Caring and Safe Schools in Ontario
- Bishop Allen and Father John Redmond Leadership Teams
- Guidance teacher resources
- Catholic School Parent Council



TORONTO CATHOLIC DISTRICT SCHOOL

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Measurement of Progress

The following metrics will be used to measure progress in achieving the Goal:

- Engaged staff
- Decrease in the number of suspensions and progressive discipline incidents
- Feedback from students, staff, parents (survey at the end of the year)
- Safe and Caring Catholic School Climate Survey responses
 - 67.4% of students say that they love or like school
 - 11.6% of students say they don't like school
 - 97.7% of students feel that they have at least 1 good friend
 - 83.8% of students strongly agree or agree that their school is a healthy and active place to be
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Safe Schools Plan



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Goal #2

Intermediate students will participate in a variety of leadership opportunities wherein their voice will be acknowledged. An example is the Spring Faith Conference for intermediate students in our Superintendency of south Etobicoke.

Initiatives/Strategies/Practices

- Intermediate Students Faith Conference
- Part I - invite 10 student leaders from our Area 2 schools and invite a speaker, celebrate mass and run activities on the topic of We Believe (timeline - January)
- Part II - Faith fun day for all student leaders who participated (timeline - May)

Responsibility

- Intermediate Teachers
- Grade 7 students
- Area 2 neighbouring schools

Resources

The following resources will be utilized to support these initiatives/strategies/practices:

- Religious Education Department
- Chaplain from St. Marcellinus Secondary School

Measurement of Progress

The following metrics will be used to measure progress in achieving the Goal:

- Student/Community member interview
- Google Form for students
- Google Form for teachers



TORONTO CATHOLIC DISTRICT SCHOOL

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School Vision

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Goal #SVP 1

To offer a variety of opportunities for students to participate in key discussions, such as a student rep position on our Catholic School Parent Council.

Initiatives/Strategies/Practices

- Allow for leadership responsibility amongst the student body, students will have opportunities to implement new co-curricular activities

Responsibility

- Administration
- Staff
- Students
- Parents

Resources

The following resources will be utilized to support these initiatives/strategies/practices:

- School Board and Community
- Caring and Safe Schools in Ontario

Measurement of Progress

The following metrics will be used to measure progress in achieving the Goal:

- Engaged staff
- Increased student engagement - Google Form
- Decrease in suspensions and progressive discipline incidents
- Feedback from students, staff, parents (parent survey)
- Safe and Caring Catholic School Climate Survey



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Safe Schools Plan



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Goal #SVP 2

To engage students in academic tasks wherein Student voice will be invited, acknowledged and validated.

To engage students in meaningful activities which provide leadership beyond the classroom.

Initiatives/Strategies/Practices

- Presence of a student rep at CSPC meetings.
- Opening Exercises (daily readings, prayers, acknowledgment, announcements)
- Each classroom K-8 to lead a school mass

Responsibility

- Administration
- Students
- Staff

Resources

The following resources will be utilized to support these initiatives/strategies/practices:

- Instructional materials as appropriate to tasks

Measurement of Progress

The following metrics will be used to measure progress in achieving the Goal:

- Increased and successful student engagement in tasks where students are asked their reasoning, thinking and writing about academic tasks



4. Emergency Response Plan

The Toronto Catholic District School Board has a primary responsibility to ensure the safety of students and staff inside Board buildings and on Board property. Central policies and procedures, developed in collaboration with the Toronto Police Service, provide direct support to school administrators in the management of crisis situations, including a lockdown response. It is the responsibility of each school to develop local procedures specific to that school, including a process by which all regular staff members, itinerant and specialist teachers and support staff, facility workers and visitors are informed of local considerations in the event of a threat to school safety. MOE Provincial Model for a Local Police/School Board Protocol

School Vision

All students, staff members and visitors will become knowledgeable about emergency procedures for threats to the safety and well-being of all persons at school, and will be able to appropriately respond according to the guidelines established by TCDSB.

Goal #1

To plan, practice and evaluate a minimum of 4 lockdown Drills in this school year.

Initiatives/Strategies/Practices

- Emergency binder to be reviewed and refined for and by teachers (containing relevant safety information for occasional teachers)
- Post updated Emergency and Crisis Response Plan - Threat to School Safety Response Procedures
- Reference and utilize TCDSB protocols for threat responses such as Lockdown, Shelter in place, Hold and secure, Bomb threat
- Familiarize students, staff, support staff, and parents with lockdown and fire drill practices (TCDSB Threat Response Protocol)
- All classrooms given new red emergency folder to be used during fire drills (folder contains all relevant classroom information)
- Safe Arrival program in effect on a daily basis
- All visitors and parents must buzz into the school office to gain entry into the building
- All visitors and parents must report to the office, upon entry
- All parents meet their children for early dismissal in the office.
- All visitors and parents do not proceed to classrooms without permission from the office staff
- Allergy Awareness - posters, training for staff, newsletter insert
- Annual Anaphylaxis update/completion by ALL staff
- Professional Development: speak with safe schools officer about training/professional development for staff
- Health & Safety is a standing item on monthly staff meeting agendas
- Safe school Department updates are provided to staff
- Safe School Department updates are shared with CSPC and Staff
- Health & Safety and Safe School Department items as necessary are published in school newsletters
- All classroom teachers and specialty program teachers have EMERGENCY AND CRISIS RESPONSE posters displayed in their classrooms
- In addition to classrooms EMERGENCY AND CRISIS RESPONSE PLAN posters are posted in all non-instructional rooms throughout the school
- St. Leo Catholic Church is our first safe/alternate space.
- John English Public School is our second safe/alternate space.



TORONTO CATHOLIC DISTRICT SCHOOL

Safe Schools Plan



Responsibility

- Administration
- Safe School Action Team
- Staff
- Students

Resources

The following resources will be utilized to support these initiatives/strategies/practices:

- TCDSB Threats to School Safety Response Procedures
- Ministry of Education/Education Act
- Toronto Police Service

Measurement of Progress

The following metrics will be used to measure progress in achieving the Goal:

- Record of all fire drills and threat to school safety drills
- Assessment of Lockdown drills
- Emergency Procedures posted in all classrooms