

The banner features a dark blue background with a light blue diagonal stripe on the right side. The text is centered and reads:

Human RIGHTS

POLICY CONSULTATIONS

PHASE 2

Summary – Draft Student/Family Human Rights Issue, Incident and Complaint Resolution Procedure

This procedure outlines how students, families and community members can raise human rights issues, incidents and complaints involving employees.

The District will take all human rights issues and complaints seriously and will not condone or ignore allegations of discrimination.

For employees, it provides details about what they must do when they become aware of a human rights issue, incident or complaint, including a duty to report it so appropriate action can be taken.

The procedure explains the different ways that students/families can safely bring forward issues at the school level or through a formal complaint process.

It also sets out the steps that will be taken to resolve it (for example, what happens during a mediation/restorative practice or a formal investigation, and what happens after the investigation is done).

The procedure focuses on early resolution, restorative practices, accessible options, safety and confidentiality throughout the process. We will also let the people involved know what steps have been taken to address their issue or complaint.

It also explains what will happen if discrimination is found to have happened, such as corrective, remedial and disciplinary responses up to and including termination of employment for employees (subject to the principles of progressive discipline).

The procedure also outlines system actions to monitor and follow up, learn from what happened and identify trends and barriers to prevent discrimination from happening again.

Once the procedure is finalized, we will also include forms for submitting complaints and a process flow chart to show the different ways to raise a complaint and how it can be resolved.

The DDSB Code of Conduct outlines expectations and potential outcomes for students, parents/families and communities, and how issues involving other students will be addressed.