

ONLINE REPORTING TOOL

WE ARE CALLED BY GOD

Help one another. This is what Jesus teaches us. This is what I do. And I do it with my heart.
Pope Francis

INTENDED PURPOSE

The Online Reporting Tool: Promoting a Positive School Climate is intended for students who become aware of bullying incidents and negative behaviours impacting the school community. It is designed to provide information that will help promote a positive school climate. If you have any questions about this tool too, please contact the Principal and/or Vice-Principal.

WHAT IF THIS IS AN EMERGENCY?

If this is an emergency, please call 911. This form is intended for non-emergencies.

WHAT IF IT'S A CRIMINAL MATTER?

If you are posting to report a crime and/or reporting on a criminal matter, please contact your local police or Crime Stoppers at 1-800-222-TIPS 1-800-222-TIPS (8477).

WHAT IF I JUST NEED TO TALK TO SOMEONE?

If you need to speak to a counsellor immediately, you may choose to contact the Kids Help Phone at 1-800-668-6868 or Kidshelpphone.ca.

WHAT OTHER STEPS CAN I TAKE?

Before completing this form, please discuss the incident with your family (parent/guardian). You can also talk to an adult at school that you feel you can trust. For example, this could be:
- a favourite Teacher - Child and Youth Worker or Social Worker - Chaplaincy Leader - school Principal or Vice-Principal - Neighbourhood Police Officer

IS THIS CONFIDENTIAL?

When you fill out this form, you are NOT REQUIRED to provide your name or any other identifiable information anywhere. If the information provided is limited, it may be dealt with in a general way as there is no means to respond specifically when there is limited information provided. **DEPENDING ON THE KIND OF INFORMATION YOU PROVIDE**, you may be identifiable. There is no guarantee of Anonymity when utilizing this tool.

In some cases, if you are identifiable based on the information provided, the school Principal/Vice-Principal may approach you to provide a little more information on a confidential basis. If you choose to identify yourself as part of the reporting process, the Principal/Vice-Principal may follow up with you directly.

WHAT ABOUT PEOPLE WHO MAKE FALSE REPORTS?

When we are called to seek The Good, it means that we are called to be kind. We are not called to hurt or to harm others - nor are we called to lie. In the event that an untrue or malicious statement about someone or something is reported, please know that it will be subject to possible discipline according to the Catholic Code of Conduct.

WILL PRINCIPALS KEEP THESE FORMS?

Yes. All reports filed will be securely stored by the school Principal and will be kept on file for one year.

I understand that any untrue or malicious claims are subject to discipline and will be dealt with accordingly and to the best of my knowledge, all of the information that I am providing in this report is true and accurate.

"Therefore encourage one another and build up each other, as indeed you are doing": 1 Thessalonians 5:11.