



Respectful and Fair Treatment of Learners Policy

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For more information about PTIB and how to be an informed learner, go to:

<http://www.privatetraininginstitutions.gov.bc.ca/students/be-an-informed-student>.

The Centre for Indigenous Health Leadership (Centre) is committed to providing a safe and inclusive environment that allows for full and free participation of all members of the learning community who are to be treated with fairness, respect and dignity. Bullying and harassment, and other forms of disrespectful or disruptive/inappropriate conduct undermine these objectives and are, therefore, not tolerated.

1. All members of the learning community have the right to expect, and the responsibility to create and sustain, a learning environment that is free from bullying and harassment, and other forms of disrespectful or disruptive/inappropriate conduct.
2. Bullying and harassment are defined as:
 - a) Any inappropriate conduct or comment by a person towards a person that the person knew or ought reasonably to have known would cause that person to be humiliated or intimidated, or;
 - b) Any other form of unwelcome verbal or physical behaviour which, by a reasonable standard, would be expected to cause insecurity, discomfort, offence or humiliation to a person or group of persons, and has the purpose or effect of creating an intimidating, hostile or offensive environment.
3. Examples of bullying and harassment include, but are not limited, to the following:
 - a) words, gestures, actions or practical jokes, the natural consequence of which is to humiliate, ridicule, insult or degrade;
 - b) spreading malicious rumours;
 - c) threats or intimidation;
 - d) vandalizing personal belongings;
 - e) physical assault or violence; and/or

- f) persistent rudeness, bullying, taunting, patronizing behaviour, or other conduct that adversely affects working conditions or work performance.
4. It is NOT bullying and harassment to:
 - a) express reasonable opinions freely and courteously; or
 - b) respectfully engage in honest differences of opinion.
5. The Centre reserves the right to initiate an internal investigation and/or to inform the relevant law enforcement agency without the consent of the person reporting an incident if the Centre has a reasonable belief that the safety of a member of the Centre community is at risk.
6. The Centre will address alleged violations of the policy in a fair manner, and according to principles of natural justice.
7. Pending the resolution of a complaint, the Centre reserves the right to implement any interim measures that are considered necessary to protect the Centre community or any of its members. Such measures may include, but are not limited to, directing the complainant, respondent, witnesses or other parties to cease engaging in a particular type of behaviour, restricting access to a specific campus or specific areas of a Centre campus, and/or suspending/placing on leave one or both of the parties from the Centre pending investigation. Such interim measures will be precautionary, not disciplinary and should, therefore, be in place for as short a time as possible.
8. For a complaint to be considered under this policy, it must be submitted to the Centre, within the three (3) months of the date of the conduct giving rise to the complaint. Where a complainant submits evidence that there is reasonable cause for an extension to the three (3) month time limit, the responsible administrator may grant an extension up to a maximum of an additional three (3) months. Notwithstanding the limitation period and the absence of an individual complainant, the Centre reserves the right to investigate any conduct alleged to be in violation of this policy within six (6) months of the date on which the responsible administrator becomes aware of the alleged misconduct.