

LOYALIST COLLEGE

Violence Prevention - Response Guidelines

Prevention	<ul style="list-style-type: none"> Broadly communicate code of conduct Establish behavioural expectations and consequences Design workplace for safety Personal safety awareness measures 	<ul style="list-style-type: none"> Train on how to manage aggressive behaviour Utilize de-escalation techniques Report concerning behaviours Utilize specialized behavioural services Apply disciplinary processes 	<ul style="list-style-type: none"> Train and educate regarding emergency procedures, immediate actions to diffuse violent situations and reduce escalation and reporting requirements 	<ul style="list-style-type: none"> Train and educate regarding specific procedures such as evacuation, lockdown and emergency communications systems
Risk Level	Level I – Alert	Level II – Caution	Level III – High	Level IV - Emergency
	<ul style="list-style-type: none"> Behaviour is individually managed, not frequent, not severe, no negative consequences for others or learning / work environment Includes behaviours such as: disruptions, potentially aggressive behaviour, authority challenging, verbal abuse, offensive comments, slurs 	<ul style="list-style-type: none"> Behaviour has a detrimental influence on the work / learning environment, is objectively apparent, increased frequency or severity of violence beyond level I Includes behaviours such as: bullying, harassment, intimidation, aggressive, abusive, or offensive actions, verbal threats 	<ul style="list-style-type: none"> Threat to personal safety or the safety of others is perceived Includes behaviours such as: weapons threat, assault (pushing, hitting, kicking, punching, biting), other violent criminal acts, threat to injure self or others 	<ul style="list-style-type: none"> Threat to life safety and / or imminent risk to College occupants creating College crisis Includes behaviours such as: use of weapons (guns, knives, explosives, agents or other items used as weapons), imminent threats of weapon use and other imminent threats to life safety
Impact	Anxiety	Personal Safety Concerns	Personal Safety at Risk	Imminent Danger to Life
Response	<ul style="list-style-type: none"> Recognize warning signs Set behaviour boundaries Respond appropriately Utilize classroom management skills Refer to specialized services where appropriate Document and report 	<ul style="list-style-type: none"> Ensure physical safety Intervene using classroom management techniques and de-escalation skills Document and report Make referrals to Student Success or Human Resources 	<ul style="list-style-type: none"> Call ext 2222 to report (call 9-1-1 if needed) Take necessary measures to mitigate risk to safety of self and others Avoid escalation Seek support or assistance from others in your area Document Make referrals to Student Success or Human Resources 	<ul style="list-style-type: none"> Call 9-1-1 then ext 2222 to report Avoid escalation / mitigate risk Seek shelter and lockdown Follow directions from emergency communication systems and emergency personnel
<ul style="list-style-type: none"> All College community members share the responsibility to create and maintain a safe and respectful College environment free from violent behaviour Early intervention can prevent escalation of violence This chart is intended to be used as a guideline in the identification of appropriate prevention and response measures to various risk levels of violence, in conjunction with <i>Violence Prevention Policy - OHS-007</i> See <i>myLoyalist</i> under <i>teamLoyalist – Policy and Procedure Manual - Health & Safety Policies for Violence Prevention Policy OHS-007</i> and associated form & appendices These response guidelines should be viewed as a continuum, rather than a rigid process 				