



CONFIDENTIAL
SAFE SCHOOLS INCIDENT REPORT – 1

Report No. _____ School: _____

Students Involved

(if known)

Location of Incident

Check (X) one

At a location in the school or on school property

Specify: _____

At a school-related activity

Specify: _____

On a school bus

Specify (Route No./Identification): _____

Other

Specify: _____

Time of Incident

Date

Time

Type of Incident

Check (X) all that apply

**ACTIVITIES LEADING TO A POSSIBLE
SUSPENSION**

Under Section 306(1) of the Education Act

- Uttering a threat to inflict serious bodily harm on another person
- Possessing alcohol, illegal and/or restricted drugs or unless the pupil is a medical cannabis user, cannabis
- Being under the influence of alcohol, illegal and/or restricted drugs or unless the pupil is a medical cannabis user, cannabis
- Swearing at a teacher or at another person in a position of authority
- Committing an act of vandalism that causes extensive damage to school property at the student's school or to property located on the premises of the student's school
- Bullying
- Any act considered by the principal to be injurious to the moral tone of the school
- Any act considered by the principal to be injurious to the physical or mental well-being of members of the school community
- Persistent opposition to authority
- The willful destruction of school property
- Incidents off school property which impact on the school
- Habitual neglect of duty

**ACTIVITIES LEADING TO SUSPENSION AND
POSSIBLE EXPULSION**

Under Section 310 (1) of the Education Act

- Possessing a weapon, including possessing a firearm or knife
- Using a weapon to cause or to threaten bodily harm to another person
- Committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner
- Committing sexual assault
- Trafficking in weapons, illegal or restricted drugs
- Committing robbery
- Giving alcohol or cannabis to a minor
- Bullying, if,
 - i. the pupil has previously been suspended for engaging in bullying; and
 - ii. the pupil's continuing presence in the school creates an unacceptable risk to the safety of another person
- Any activity listed in subsection 306 (1) that is motivated by bias, prejudice or hate based on race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual orientation, gender identity, gender expression, or any other similar factor
- An act considered by the principal to be significantly injurious to the moral tone of the school and/or to the physical or mental well-being of others

Type of Incident Check (X) all that apply

ACTIVITIES LEADING TO A POSSIBLE SUSPENSION

Under Section 306(1) of the Education Act

- Conduct inconsistent with the Code of Conduct of the school, Board or province
- Conduct affecting the safe learning environment for the students or working environment of staff of the school
- Any other activity that is an activity for which a principal may suspend a pupil under a policy of the Board

ACTIVITIES LEADING TO SUSPENSION AND POSSIBLE EXPULSION

Under Section 310 (1) of the Education Act

- A pattern of behavior that is so inappropriate that the student's continued presences is injurious to the effective learning and/or working environment of others
- Activities engaged in by the student on or off school property that cause the student's continuing presence in the school to create an unacceptable risk to the physical or mental well-being of other person(s) in the school or Board
- Activities engaged in by the student on or off school property that have caused extensive damage to the property of the board or to goods that are/were on Board property
- The student has demonstrated through a pattern of behavior that they have not prospered by the instruction available to them and that they are persistently resistant to making changes in behavior which would enable them to prosper
- Any act considered by the principal to be a serious violation of the school, Board or Provincial Code of Conduct
- Where a student has no history of discipline or behavior intervention, or no relevant history, a single act, incident or infraction considered by the principal to be a serious violation of the expectations of student behavior and/or a serious breach of the Provincial, Board or School Code of Conduct
- Any other activity that, under a policy of a board, is an activity for which a principal must suspend a pupil and, therefore in accordance with this part, conduct an investigation to determine whether to recommend to the board that the pupil be expelled

Report Submitted By (Name) _____ Signature _____
 Contact Information (Location) _____ Telephone _____
 Date _____

Note: Detach SSIR-2 and give to the person who submitted the report.

SAFE SCHOOLS INCIDENT REPORT - 2

Report No. _____
 Report Submitted By (Name) _____ Date _____
 Action Taken No Action Taken

Principal _____ Signature _____ Date _____