

Policy Adopted: April 20, 2016
Revision Date: May 2025
Responsibility: Superintendent of Human Resources

1. Objective

This policy seeks to affirm the Halton District School Board's (HDSB) commitment to maintaining workplaces free of harassment and ensure legislative compliance.

2. Policy Statement

The Halton District School Board recognizes that, consistent with the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), the Ontario Human Rights Code, the Occupational Health and Safety Act, and the Canadian Charter of Rights and Freedoms, it has an obligation to provide workplaces in which employees can work, students can learn, trustees can govern, and volunteers can participate, which:

- foster respect for the dignity, worth and well-being of all members of the HDSB's community;
- provide an opportunity for all individuals to develop their full potential;
- are conducive to the pursuit of excellence; and
- are committed to ongoing education and awareness of the issues of harassment.

Harassment of an employee because of their race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability is a form of discrimination contrary to the Human Rights Code and will not be tolerated.

Workplace harassment, which includes sexual harassment, is not acceptable.

Comprehensive procedures to address allegations of harassment, including sexual harassment, can be found in the Administrative Procedure – Respectful Workplaces Free of Harassment.

3. Scope

This policy applies to all HDSB employees and sets expectations for the behaviour of non-employees, including but not limited to contractors and community members.

4. Guiding Principles

HDSB is committed to fostering a safe, respectful, and inclusive environment where all individuals are treated with dignity. Employees and non-employees must be accountable for their own behaviour. This policy promotes the principles of respect, inclusivity, accountability, prompt reporting, and confidentiality throughout the complaint resolution process.

5. Definitions

Workplace harassment which includes sexual harassment, means engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome.

Sexual harassment means:

- (i) engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or
- (ii) making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome;

Related Board Policies and Governance Procedures

Respectful Workplace

Employment Equity

Related Board Administrative Procedures

Workplace Violence

Respectful Workplaces Free of Harassment

Related Legislation and Industry Documents

Occupational Health and Safety Act

Ontario Human Rights Code

United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP),

The Canadian Charter of Rights and Freedoms

Policy Due for Review: May 2029

Revision History

- May 2025 (M25-049) - Type of Review: Comprehensive
 - Changes to align with legislation and maintain consistency to
Respectful Workplaces Free of Harassment Administrative Procedure
- April 2021