

Toronto School of Theology

## **WORKPLACE VIOLENCE POLICY**



The management of the Toronto School of Theology (TST) is committed to the prevention of workplace violence and is ultimately responsible for worker health and safety. Management will take whatever steps are reasonable to protect TST staff from workplace violence from all sources.

Violence is defined as any physical assault, threatening behaviour or verbal abuse occurring in the work setting. It includes all forms of physical and sexual assault, psychological trauma (such as threats, obscene phone calls, and intimidating presence), and harassment of any nature such as being stalked, sworn at or shouted at.

Violent behaviour in the workplace is unacceptable from anyone. This policy applies to the staff, students, faculty, and Board members of TST, and to the suppliers, contractors, vendors, licensees, and all other members of the general public who enter the TST building. Everyone is expected to uphold this policy and to work together to prevent workplace violence.

There is a workplace violence program that implements this policy. It includes measures and procedures to protect workers from workplace violence, a means of summoning immediate assistance, and a process for workers to report incidents, or raise concerns.

The Toronto School of Theology will ensure that this policy and the supporting program are implemented and maintained and that all workers and supervisors have the appropriate information and instruction to protect them from violence in the workplace.

Supervisors will adhere to this policy and the supporting program. Supervisors are responsible for ensuring that measures and procedures are followed by workers and that workers have the information and instruction to protect themselves.

Every worker must work in compliance with this policy and the supporting program. All workers are encouraged to raise any concerns about workplace violence and to report any violent incidents or threats according to the procedures outlined in the TST program. There will be no negative consequences for reports made in good faith.

Management pledges to investigate and deal with all incidents and complaints of workplace violence in a timely and fair manner, respecting the privacy of all concerned to the extent possible.

  
Per Chair, TST Board of Trustees