

VIOLENCE is *NOT* part of the job

verbal threats
THROWING OBJECTS
hitting
Spitting
VIOLENCE
hair-pulling
BITING
scratching
grabbing
Kicking
slapping
choking

Report violence to your principal or supervisor.

To learn more go to WorkSafeBC.com and search for *education sector*.



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What is violence?

The Occupational Health and Safety Regulation defines violence as the “attempted or actual exercise by a person, other than a worker, of any physical force so as to cause injury to a worker, and includes any threatening statement or behaviour which gives a worker reasonable cause to believe that he or she is at risk of injury.” Threats, gestures, thrown objects, and assaults are examples of violence.

Who is responsible?

Employers are responsible for providing a workplace as safe from the threat of violence as possible. A risk assessment should be conducted to identify if a risk of injury to workers from violence exists in the workplace. If a risk of injury from violence is identified, a violence prevention program should be developed and implemented in co-operation with the school’s joint health and safety committee or worker health and safety representative. Ensure you are aware and knowledgeable of your school’s program, and that it includes:

- A written policy
- Regular risk assessments
- Prevention procedures
- Worker and supervisor training
- Procedures for reporting and investigating incidents
- Incident follow-up
- Program review

What do I need to do?

All workers, including school administrators, should be informed of the nature and extent of the risk of violence in the workplace and should be instructed in:

- Recognizing the potential for violence
- Procedures and policies to minimize or control the risk to workers from violence
- Appropriate responses to incidents of violence, and how to obtain assistance
- Reporting, investigating, and documenting incidents of violence

Employers must also inform workers about the risk of violence from persons who have a history of violent behaviour and whom workers are likely to encounter in the course of their work.

All workers are responsible for following the violence-prevention policies and procedures in their workplace. Immediately report any injuries or unsafe conditions to your supervisor.

For more information

WorkSafeBC offers a wide range of publications to assist you in understanding violence in the workplace and taking steps to prevent it. You should refer to specific sections of the Regulation and the *Workers Compensation Act* to ensure that you are meeting your legal requirements for workplace health and safety.

Please see the following publications for more information:

- *Take Care: How to Develop and Implement a Workplace Violence Prevention Program* (BK41—467kb PDF)
- *A Workbook for Employers and Workers: Preventing Violence* (BK112—569kb PDF)
- Violence in the Workplace (poster—474kb PDF)
- Young/New Workers (poster—478kb PDF)
- In the Regulation:
 - Sections 4.27–4.31, Violence in the workplace
 - Section 3.4, Incident investigation reports
 - Sections 3.12–3.13, Refusal of unsafe work
 - Sections 4.20.1–4.22, Working alone or in isolation
- *Workers Compensation Act*, Part 3, Division 3, sections 115–117