


Toronto Catholic District School Board

**Dr. Brendan Browne**

Chief Executive Officer

**Adrian Della Mora**

Chief Education Officer

**Michael A. Caccamo**

Superintendent of Education Safe Schools and Curriculum Leadership & Innovation

**Catholic Education Centre**

80 Sheppard Avenue East
Toronto ON M2N 6E8
www.tcdsb.org







2026 - 2027

# Safe Schools Plan





*At Toronto Catholic*
*we transform the world through witness,*
*faith, innovation and action.*











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| SCHOOL NAME | Monsignor Fraser College (Norfinch Campus) | PRINCIPAL: | Rodrigues, Pedro |
| SUPERINTENDENT: | Michael Caccamo | | |
| SCHOOL ADDRESS: | 45 Norfinch Dr Toronto ON M3N 1W8 | | |
| STUDENT ENROLMENT: | 125 | | |

## OUR MISSION

The Toronto Catholic District School Board is an inclusive learning community rooted in the love of Christ. We educate students to grow in grace and knowledge and to lead lives of faith, hope and charity.

## OUR VISION

At Toronto Catholic we transform the world through witness, faith, innovation and action.

We believe in the worth and dignity of every person and that people thrive in a safe, healthy and compassionate environment. We strive to foster student achievement and well-being by providing all students with safe, healthy learning environment.

One of the ways we can achieve this goal is by using a whole-school approach to develop and nurture a positive school climate. The Safe Schools Action Team will consist of a variety of stakeholders in each school community responsible for advising the principal about school safety. The team will collaborate with the principal to create the local Safe Schools Plan.

### SAFE AND ACCEPTING SCHOOLS TEAM

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| **Administrative Rep** | **Rodrigues, Pedro** | **Support Staff Rep** | **Carnovale Angela** |
| **Teacher Rep** | **Pernar, Tania** | **Student Rep** | **Skene, Shyasia** |

### SAFE SCHOOLS PLAN

All schools are required to develop and implement school-wide plans to help create a safe, caring and inclusive learning environment. Each Safe Schools Plan will consist of the following components:

1. Bullying Awareness, Intervention and Prevention
2. Progressive Discipline
3. Promoting a Positive School Climate
4. Emergency Response Plan

In order for all students, staff members and parents/visitors in the school facility to be prepared to respond to a serious threat, the response procedures must be practiced. The Toronto Police/School Board Protocol, 2011 requires a minimum of 2 Lockdown Drills every school year.

Please see below for the scheduled drills:

### LOCKDOWN DRILLS 2026-2027

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| **1** | **2026-10-16** | **2** | **2026-11-13** |
| **3** | **2026-11-24** | **4** | **2027-05-07** |

## 1. Bullying Awareness, Intervention and Prevention Plan

Providing students with an opportunity to learn and develop in a safe and respectful society is a key goal of the TCDSB. Providing students with an opportunity to learn and develop in a safe and respectful environment supports academic achievement for all students, which in turn, helps them to reach their full potential. Research and experience show that bullying is a serious issue that has far-reaching consequences for individuals, their families and peers and the entire school community. Schools that have bullying intervention and prevention strategies foster a positive learning and teaching environment that supports academic achievement for all students and that helps students reach their full potential. PPM 144

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| **School Vision** | Engage all community members in the creation of a school culture where all students have the opportunity to learn in an environment that is inclusive, equitable, diverse, safe and respectful and thereby allows all of them to learn to their full potential. |
| **Goal #1** | To increase knowledge and awareness of bullying behaviours. Students at Monsignor Fraser-Norfinch Campus are encouraged to reach out to a caring adult in the building if they feel unsafe about anything within our school community. Caring adults include Administrators,Teachers,Educational Assistants,Social Workers, Special Education Department members, Child and Youth Workers, and Student Supervisors. |

**Initiatives/Strategies/Practices**

-School focus on equity, inclusion and diversity by which staff is being in-serviced on and encouraged to promote within their classrooms and school community
-Caring adults' role-modelling healthy relationships and conflict resolution strategies
-Students made aware of caring adults at hand to provide support
-Student lead initiatives through advertisements promoting safe school themes and healthy relationships
-To arrange for bullying awareness from Outside community agency involvement from East Metro Youth Services (EMYS). Youth Outreach Workers available for students from EMYS
-School community to promote Orange Shirt Day and encourage wearing of Orange Shirt Day; announcements educating school community on Orange Shirt day awareness
-Improve knowledge and awareness of bullying, using equitable processes and practices
-Raise compassion awareness, for students with diverse backgrounds, to avoid hate of specific cultures/ethnicities and backgrounds
-Various outside agencies to conduct school assemblies is possible, class visits and virtual class visits, to present anti bullying awareness
-Announcements, visuals around the school to promote equity, inclusion and diversity, including projects and art created by Norfinch students and their classes

## Responsibility

-Teachers
-Administrators
-Guidance Counselors
-Social Worker
-Child and Youth Worker
-Education Assistant
-Various outside agencies

## Resources

The following resources will be utilized to support these initiatives/strategies/practices:

-Anti-Bullying Display
-Community Resources
-School Climate Survey/My School My Voice
-TPS
-East Metro Youth Center
-Toronto Public Health
-Settlement worker
-CYW
-Social work
-Psychology department
-School staff
-Chaplaincy (equity, inclusion and diversity)
-other relevant agencies

## Measurement of Progress

The following metrics will be used to measure progress in achieving the Goal:

-Qualitative data from interviews and surveys
-My School My Voice Survey
-Progressive Discipline data stemming from incidences regarding bullying

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| **School Vision** | Engage all community members in the creation of a school culture where all students have the opportunity to learn in an environment that is inclusive, equitable, diverse, safe and respectful and thereby allows all of them to learn to their full potential. |
| **Goal #2** | Enhance our Catholic Community by forming attitudes of respect for one another and a trusting/caring community. |

**Initiatives/Strategies/Practices**

-Promote self-esteem: by rewarding students with incentives for improved attendance, most helpful, creative
-Promote community events: look into having students-led initiatives and potential funding via Toronto Public Health
-Promote sense of community: Thanksgiving luncheon, Pumpkin Carving Day, Christmas celebration, Anti- racism and anti- discrimination, Orange Shirt Day, Child Abuse Prevention Purple Day, Spirit day, cultural events, pot luck, quote of the day posted on board, etc.
-Caring adults made known to students, regular check-ins with students at risk of social issues
-Admin and Student Supervisor presence in hallways
-Mental Health support via student success team, guidance and social worker
-Open Dialogue within staff when issues arise, staff to bring incidences forward when needed
-Renewed emphasis on reporting to Administration

**Responsibility**

-Teachers
-Administrators
-Guidance Counselors
-Social Worker
-Child and Youth Worker
-Education Assistant
-Various outside agencies
-Safe School Committee Members

**Resources** The following resources will be utilized to support these initiatives/strategies/practices:

-Community Resources
-School Climate Survey/My School My Voice
-TPS
-East Metro Youth Center
-Toronto Public Health
-Settlement worker
-CYW
-Social work
-Psychology department
-School staff
-Chaplaincy (equity, inclusion and diversity)
-other relevant agencies

**Measurement of Progress** The following metrics will be used to measure progress in achieving the Goal:

-Event participation rates
-Qualitative interview data
-My School My Voice
-Student Surveys

# TORONTO CATHOLIC DISTRICT SCHOOL

## Safe Schools Plan

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| **School Vision** | Engage all community members in the creation of a school culture where all students have the opportunity to learn in an environment that is inclusive, equitable, diverse, safe and respectful and thereby allows all of them to learn to their full potential. |
| **Goal #3** | Raise awareness and promote education of healthy relationships, dating, domestic violence, and human trafficking. |

**Initiatives/Strategies/Practices**

-Use of community resources such as the settlement workers to provide support and information to students
-Administrative support for recognition of students who are at/in risk
-Posters / displays regarding information about substances to be displayed in high trafficked areas
-Outreach to outside agencies for support and presentations e.g. human trafficking
-Use of conflict mediation, RCMC process with CYW, formal and informal
-Zero Tolerance for bullying from a Staff approach

**Responsibility**

-Administration
-Guidance Counsellors
-Student Supervisor
-CYW
-Community Agencies
-Social Worker
-Special Education department when required

**Resources** The following resources will be utilized to support these initiatives/strategies/practices:

-CAMH
-Social Worker
-CYW
-TCDSB Safe Schools Team
-TPS
-Provide resources through the Google Guidance Classroom Site, Instagram and the My School Day App

| Measurement of Progress | The following metrics will be used to measure progress in achieving the Goal: |
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-Verbal feedback
-suggestion box
-Consultation and collaborate with staff in intervention process

## 2. Progressive Discipline Plan

Progressive discipline is a whole-school approach that utilizes a continuum of interventions, supports, and consequences to address inappropriate student behaviour and to build upon strategies that promote positive student behaviours. When inappropriate behaviour occurs, disciplinary measures should be applied within a framework that shifts the focus from one that is solely punitive to one that is both corrective and supportive. Schools should utilize a range of interventions, supports and consequences that include learning opportunities focused on reinforcing positive behaviour and helping students make good choices. PPM 145

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| **School Vision** | Engage all community members in the creation of a school culture where all students have the opportunity to learn in an environment that is inclusive, equitable, diverse, safe and respectful and thereby allows all of them to learn to their full potential. |
| **Goal #1** | To raise awareness of the Progressive Discipline Plan with all community members so that students are made familiar with the code of conduct. |

**Initiatives/Strategies/Practices**

-to maintain and update Progressive Discipline Plan (PDP), as outlined in school agenda
-Progressive Discipline plan is utilized as required
-Recognize and celebrate positive students behavior - attendance awards, Honour Roll
-Safe School Committee will continually monitor the progressive discipline plan within our school community
-Encouraging staff to co-create classroom rules and expectations at the outset of each quad
-Administration to train staff on incident reporting
-Process is followed when it comes to dialoguing and building relationships with students
-Staff to continue to improve instructional and co-instructional practices

**Responsibility**

Teachers, Administrators, guidance counselors, social worker, support staff and parents.

**Resources** The following resources will be utilized to support these initiatives/strategies/practices:

The school Progressive Discipline Plan.
The TCDSB Safe School Policy and Bill 157.

**Measurement of Progress** The following metrics will be used to measure progress in achieving the Goal:

Maintain/further reduce Suspension rates and safe school referrals.

## 3. Positive School Climate

A school should be a place that promotes responsibility, respect, civility and academic excellence in a safe learning and teaching environment. A positive school climate exists when all members of the school community feel safe, comfortable and accepted. The Safe Schools Action Team and student leadership groups can play key roles in supporting learning and practices that educate students and staff members about safety concerns. Those practices used for very challenging situations that can jeopardize the safety and well being of others include, but not limited to: Threat Assessment, Restorative Conference and Mediation Circles.

**School Vision**

Engage all community members in the creation of a school culture where all students have the opportunity to learn in an environment that is inclusive, equitable, diverse, safe and respectful and thereby allows all of them to learn to their full potential.

**Goal #1**

1. Raise awareness about the risks surrounding drug activity and provide students with resources in helping to reduce overall use
2. To make students aware of the board's policy surrounding marijuana use in light of the recent legislation change
3. Raise awareness of healthy relationships, dating, domestic violence and human trafficking

**Initiatives/Strategies/Practices**

-Presentations by Catholic Family Services, "Teens Preventing Dating and Domestic Violence"
-Use of community resources such as the settlement workers to provide support and information to students
-Administrative support for recognition of students who are at risk
-Posters / displays regarding information about substances to be displayed in high trafficked areas
-Regular one on one staff-student support for students dealing with issues surrounding drug use, healthy relationships, violence, human trafficking

**Responsibility**

-Teachers
-Administrators
-Guidance Counselors
-Social Worker
-Child and Youth Worker
-Education Assistant
-Various outside agencies

**Resources**

The following resources will be utilized to support these initiatives/strategies/practices:

-Appropriate community resources
-CAMH
-Social Worker
-Child and Youth Worker
-Toronto Police Services
-Public Health Nurse

**Measurement of Progress**

The following metrics will be used to measure progress in achieving the Goal:

-Verbal feedback
-suggestion box
-Anonymous Alerts
-One on one staff connections to provide insight

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| **School Vision** | Engage all community members in the creation of a school culture where all students have the opportunity to learn in an environment that is inclusive, equitable, diverse, safe and respectful and thereby allows all of them to learn to their full potential. |
| **Goal #2** | Enhance our Catholic community by fostering trust as part of our daily routine and creating engaged, empathetic learners. |

**Initiatives/Strategies/Practices**

-Presentations by Catholic Family Services, “Teens Preventing Dating and Domestic Violence”
-Use of community resources such as the settlement workers to provide support and information to students.
-Settlement worker details sent to staff
-Administrative support for recognition of students who are at risk
-Posters/displays regarding information about substances to be displayed in high trafficked areas
-Re-emphasis on celebratory days in the community
-Re-emphasis and re-introduction of student engagement activities (e.g. Homework club, Intramural sports, clubs)
-Re-introduction of enhancement student nutrition program
-School spirit fundraising initiative
-Emphasis on in home support via grocery cards and other items

**Responsibility**

-Teachers
-Administrators
-Guidance Counselors
-Social Worker
-Child and Youth Worker
-Education Assistant
-Various outside agencies

| Resources | The following resources will be utilized to support these initiatives/strategies/practices: |
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-School Climate Survey/My School My Voice
-Toronto Police
-East Metro Youth Center
-Toronto Public Health
-Settlement worker
-CYW
-Social work
-psychology department
-school staff
-other relevant agencies.

| Measurement of Progress | The following metrics will be used to measure progress in achieving the Goal: |
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-Event participation rates
-Qualitative interview data
-Surveys using google forms

# TORONTO CATHOLIC DISTRICT SCHOOL

## Safe Schools Plan

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|---|---|
| **School Vision** | Engage all community members in the creation of a school culture where all students have the opportunity to learn in an environment that is inclusive, equitable, diverse, safe and respectful and thereby allows all of them to learn to their full potential. |
| **Goal #3** | To provide students with experiential learning opportunities that support student engagement, learning and achievement, equity and inclusion, mental health and well-being. |

**Initiatives/Strategies/Practices**

-Provide presentations by OYAP, Skills Ontario, Safe School Department (e.g., Safe Schools Secondary Students Ambassador Symposium), Equity Department targeted Experiential Learning Opportunities
-Provide targeted and culturally specific support for individuals from Guidance Teachers, Special Education Teachers, CYWs, EAs and Social Workers; to intentionally identify asset-based community cultural wealth that students possess
-Have Settlement Workers provide targeted and culturally specific support and information to students
-Provide Administrative support for recognition of students who are at risk (in need/underrepresented/underserved/equity seeking/marginalized/vulnerable)

**Responsibility**

-Administration
-Guidance Counselors
-CYW
-Social Worker
-Special Education Dept.
-community agencies

**Resources** The following resources will be utilized to support these initiatives/strategies/practices:

-Targeted culturally responsive community resources
-Social Worker
-CYW

**Measurement of Progress** The following metrics will be used to measure progress in achieving the Goal:

-Improved attendance rates and credit accumulation
-TCDSB Student Voice Survey

# TORONTO CATHOLIC DISTRICT SCHOOL

## Safe Schools Plan

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| **School Vision** | Engage all community members in the creation of a school culture where all students have the opportunity to learn in an environment that is inclusive, equitable, diverse, safe and respectful and thereby allows all of them to learn to their full potential. |
| **Goal #SVP 1** | Obtain reliable qualitative and quantitative data about student needs. |

**Initiatives/Strategies/Practices**

Regular small group focus meetings with students and staff as needed

**Responsibility**

Principal, Vice-Principal

**Resources** The following resources will be utilized to support these initiatives/strategies/practices:

Best practice

**Measurement of Progress** The following metrics will be used to measure progress in achieving the Goal:

Assessment and revision of program success

## 4. Emergency Response Plan

The Toronto Catholic District School Board has a primary responsibility to ensure the safety of students and staff inside Board buildings and on Board property. Central policies and procedures, developed in collaboration with the Toronto Police Service, provide direct support to school administrators in the management of crisis situations, including a lockdown response. It is the responsibility of each school to develop local procedures specific to that school, including a process by which all regular staff members, itinerant and specialist teachers and support staff, facility workers and visitors are informed of local considerations in the event of a threat to school safety. MOE Provincial Model for a Local Police/School Board Protocol

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| **School Vision** | All students, staff members and visitors will become knowledgeable about emergency procedures for threats to the safety and well-being of all persons at school, and will be able to appropriately respond according to the guidelines established by TCDSB. |
| **Goal #1** | To plan, practice and evaluate a minimum of 4 lockdown Drills in this school year. |

**Initiatives/Strategies/Practices**

-Conduct Lockdown Drills, discussions and demonstrations
-Review procedures with students
-Arrange for police presentations at student assemblies
-Conduct Fire Drills
-Maintain AED
-Have two staff at each site trained in First Aid.
-Red File Emergency Response folder posted in a visible area in each classroom.
-Post Delegation in a visible location in the main office.
-Revision of Emergency Procedures Manual

**Responsibility**

-School administrator
-Teachers
-support staff
-Caretaker
-Student Supervisor

**Resources** The following resources will be utilized to support these initiatives/strategies/practices:

The following resources will be utilized to support these initiatives/strategies/practices:
-TCDSB Threats to School Safety Response Procedures
-Toronto Police Services

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| **Measurement of Progress** | The following metrics will be used to measure progress in achieving the Goal: |

-Positive Assessment of Lockdown demonstration and discussion
-Emergency Procedure posters
-Fire Exits
-Floor Maps visible in each classroom