



## RTA's Zero Tolerance Policy on Bullying

The RTA does not condone or tolerate any bullying, harassment or threatening behavior on the bus.

Examples of harassment include, but are not limited to, racial or sexual slurs, name calling, racist or sexist jokes, negative stereotyping, physical assault, bullying, threats, demeaning pictures, posters and graffiti.

Harassment includes the following categories of behavior, whether the behavior occurs once or many times:

a) Discriminatory behavior: Discrimination refers to treating people differently, negatively, or adversely because of one or more of the following prohibited grounds of discrimination: race, color, ancestry, place of origin, political belief, religion, age, sex, sexual orientation, marital status, family status, physical or mental disability, or pardoned criminal conviction.

b) Personal harassment: Personal harassment includes objectionable conduct, comment, or display made on either a one-time or continuous basis that demeans, belittles, or causes personal humiliation or embarrassment on the part of the recipient. It may or may not be linked to discriminatory behavior.

c) Sexual harassment: Sexual harassment refers to any conduct, comment, gesture, or contact of a sexual nature, whether on a one-time basis or a series of incidents. Examples of behavior that can constitute sexual harassment include, but are not limited to:

- unwanted touching
- sexual assault
- inquiries or comments about a person's sex life
- gender-based insults or jokes causing embarrassment or humiliation
- repeated unwanted social or sexual invitations
- inappropriate or unwelcome focus/comments on a person's physical attributes or appearance

d) Bullying: Bullying consists of behavior to attack and diminish another by subjecting the recipient to unjustified criticism and trivial fault-finding, humiliating the recipient (especially in front of others), and/or ignoring, overruling, isolating and excluding the recipient.

### **Protocol and procedures for the RTA**

If an instance were to occur that a driver or RTA staff members believes that a passenger on the bus is being bullied, or harassed the following measures will take place:

- The RTA will have a chain of command when reporting instances of bullying or harassment:
  - The RTA driver will call into dispatch the problems they are having (due to confidentiality the driver will not radio dispatch, but will call in the office from a telephone or cell phone)
    - Dispatch will make the determination if the incident needs to be reported further
  - If dispatch decides that the incidents warrants further disciplinary action, the driver will call and inform the RTA administrative staff
  - The RTA administrative staff will contact the passengers parent or guardian
  - The RTA administrative staff will contact the school principal or agency of the passenger
  - The passenger will be required to sit in an assigned seat determined by the driver, unless the behavior warrants immediate suspension
  - If the passenger refuses to adhere to the rules they will be suspended from the bus. The RTA staff will determine the length of suspension and inform the school or human service agency

**Please refer to the RTA's "Progressive Discipline Policy" for disciplinary action**