



Violence and Threat FAQ

What do I do when I experience a threat or violence at work?

If the violence comes from anyone other than another employee, follow the violent threat flowchart:

- 1) Seek medical and/or first aid
- 2) Fill out VIR and 6A
- 3) If there is time loss, call WCB to start a claim
- 4) Email forms to cvtuhealthandsafety@gmail.com OR cvteachersunion@gmail.com
- 5) If time loss, apply for [SIP](#) to cover pension (WCB does not cover pension for time loss)
- 6) Contact BCFT health and wellness

What do I do if I experience a threat/violence/harassment from an employee?

Follow the district's bullying/harassment protocol. Email or call the local as well.

I don't like the questions' phrasing on the VIR. Should I still fill it out?

The questions on the VIR aim to reduce instances of future violence. If you are having a problem filling them out, contact the local to help.

Does anything happen when I fill out the VIR?

The employer has committed to follow up on any VIR within 5 days. If there is moderate violence towards a worker, WCB requires the employer to complete a **Worker Safety Plan** before the student returns to school.

Who makes the Worker Safety Plan?

The worker safety plan is developed by the employer and team that works with the student. *The only focus for the worker safety plan is keeping the worker safe – it is NOT an emotional/behaviour support plan for a student and is ALWAYS separate from any other learning or student plans.

Who gets to see a Worker Safety Plan?

WCB requires ANY WORKER who may encounter a violent student to read and sign off on the Worker Safety Plan.

My administrator says that only some people can see Worker Safety Plans because they contain sensitive student information. Is this true?

Absolutely not. Every worker entering the school who MAY encounter the student MUST read and sign off on the plan. If the plan is not sufficient to keep workers safe, the worker may refuse unsafe work. SAFETY is above FOIPA.

Why am I filling out these forms every time?

It is important to capture every instance of violence, both physical and psychological, and to keep a record. If a time comes that someone takes time off or there is a refusal of unsafe work, it is important to have evidence to support both a refusal of unsafe work or a possible WCB claim.

Attached:

[Violent Incident Report \(SD79 form\)](#)

[WCB 6A](#)

Violent incident Flow Chart