



Elementary Teachers' Federation of Ontario
Fédération des enseignantes et des enseignants de l'élémentaire de l'Ontario
136 Isabella Street, Toronto, Ontario M4Y 0B5
Telephone: 416-962-3836 • Toll free: 1-888-838-3836 • Fax: 416-642-2424
WEBSITE: www.etfo.ca

ETFO HUMAN RIGHTS STATEMENT

The Elementary Teachers' Federation of Ontario is committed to:

- providing an environment for members that is free from harassment and discrimination at all provincial and local Federation sponsored activities;
- fostering the goodwill and trust necessary to protect the rights of all individuals within the organization;
- neither tolerating nor condoning behaviour that undermines the dignity or self-esteem of individuals or the integrity of relationships; and
- promoting mutual respect, understanding, and co-operation as the basis of interaction among all members.

Harassment and discrimination on the basis of a prohibited ground are violations of the Ontario Human Rights Code and are illegal. The Elementary Teachers' Federation of Ontario will not tolerate any form of harassment or discrimination, as defined by the Ontario Human Rights Code, at provincial or local Federation sponsored activities.

What is Harassment?

Harassment under the Code is defined as engaging in offensive behaviour or conduct, on a single or repeated basis, against another person when that behaviour is known, or ought reasonably to be known, to be unwelcome or unwanted.

These actions may relate to, but are not restricted to an individual's race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, age, record of offences, religion, marital status, socio-economic status, family status, personal health, disability, or any other analogous personal characteristic.

Sexual Harassment:

Sexual harassment may include, but is not limited to:

- offensive behaviour, comments, and/or gestures;
- sexual advances or remarks;
- requests for sexual favours;
- a reprisal, or threat of reprisal, for rejection of a sexual advance or request for sexual favours; or
- the display of exploitive material.

Racial and Ethnocultural Harassment:

Racial and ethnocultural harassment may include, but is not limited to:

- ridiculing, degrading, or expressing hatred or intolerance, whether verbally, in writing, or physically, based on race or ethnic origin;
- displaying offensive or derogatory materials of a racist nature; or
- refusal to work with a person because of race or ethnicity.

Sexual Orientation Harassment:

Sexual orientation harassment may include, but is not limited to:

- ridiculing, degrading, or expressing hatred or intolerance, whether verbally, in writing, or physically, based on sexual orientation;
- displaying offensive or derogatory materials of a homophobic nature; or
- refusal to work with a person because of sexual orientation.

What to do if you feel harassed or discriminated against at a Federation sponsored activity:

Every individual has the right to decide how to respond to harassment and discrimination. Nothing in this procedure shall restrict the right of a member to file a complaint with the Ontario Human Rights Commission. The following represents a process for resolving a complaint of harassment or discrimination by a member of the Elementary Teachers' Federation of Ontario at a local or provincial Federation sponsored activity.

Depending on the circumstances, a member may wish to resolve a problem by doing one of the following:

- discussing it directly with the individual involved;
- seeking assistance to reach an informal resolution; or
- filing a formal complaint.

It is important to document the alleged incident(s), including times, places, and witnesses.

What to do if you wish to initiate a complaint under the ETFO procedures:

STEP 1

It is recommended that a member, or an advocate acting on behalf of the member, make known to the individual that the conduct/behaviour of the individual is considered harassment or discrimination and is unwelcome. It is important to request, if possible, that the offensive behaviour cease immediately.

STEP 2

If the member (or advocate) is not comfortable approaching the individual or if there is a recurrence of such behaviour following a resolution at Step 1, the member should approach the designated Human Rights Officer at the activity and ask the designated Human Rights Officer to act on his/her behalf. The designated Human Rights Officer will advise the ETFO representative in charge of the event or activity that there has been a complaint.

STEP 3

The designated Human Rights Officer will separately interview the complainant and the respondent and any witnesses. If the complaint cannot be resolved informally, the complainant may then make a complaint in writing to the attention of the General Secretary.

Article VII of the ETFO Constitution outlines the process for filing a formal written complaint.

STEP 4

The complaint will be investigated by the General Secretary or staff designate. If it is determined that the complaint is valid, appropriate disciplinary action will be taken as outlined in Article VII of the ETFO Constitution and Bylaws. If it is determined that the complaint is frivolous and/or vexatious, the General Secretary may dismiss the complaint.

Every effort will be made to maintain strict confidentiality in the complaint process. The Federation may be required to provide information obtained during an investigation to an outside agency that has the right to request information otherwise protected by the *Municipal Freedom of Information and Protection of Privacy Act*. Examples of such agencies are the Ontario Human Rights Commission, a tribunal, or court.

All correspondence and other documents generated under these procedures will be marked "private and confidential" and will be stored in the office of the General Secretary for five (5) years.

Please note:

The General Secretary may exclude a member from an ETFO sponsored activity for conduct or comment that is deemed to be in violation of ETFO's Human Rights Statement until such time as an investigation can be completed.

April 2005

ALLERGY ALERT

Increasingly members are becoming sensitized to chemicals in the work environment.

For many members, attending conferences and being exposed to perfumes and other strong scents can pose a serious health risk.

In consideration of the comfort and safety of members who may experience health risks from these exposures, conference participants are requested to refrain from the use of scented products such as perfume and aftershave while in attendance at the conference.

April 2003

NO SMOKING

All ETFO events are smoke free. Individuals who do smoke are requested to smoke outdoors well away from entrances to the building.

Your co-operation and consideration of the needs of our members are greatly appreciated.

ETFO STANDING COMMITTEES

Why not consider applying for a position on an ETFO standing committee?

Standing committees meet twice per year in Toronto to:

- develop policy and program recommendations for consideration by the executive and Annual Meeting;
- provide the perspective of the member and advice on the content, delivery, and design of Federation programs and initiatives; and
- advise the Executive on matters relating to the work of the committee.

Becoming a member of a standing committee is a great way to get involved with your union and to have input into your Federation's future.

Talk to your local president, staff officer, or an ETFO Executive member for more information about committee membership and the opportunities for growth that they provide.

Check the ETFO website. Go to:
www.etfo.ca → About ETFO → Standing Committees
to locate the application form and apply online, or
contact the provincial office.

Telephone: 416-962-3836

Toll Free: 1-888-838-3836

LET YOUR VOICE BE HEARD - APPLY TODAY!

POSITIVE SPACE



This is a place where human rights are respected, and where lesbian, gay, bisexual, and transgender people, and their families, friends and allies, are welcomed and supported.

480 University Avenue, Suite 1000, Toronto, Ontario M5G 1V2
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