



## **APPENDIX C**

### **SAMPLE LETTER TO SCHOOLS FROM THE VIP PROGRAM**

Date: \_\_\_\_\_

Dear: \_\_\_\_\_

The Violence is Preventable (VIP) Program is a comprehensive provincial strategy founded in 2004 that links schools in British Columbia with the Prevention, Education, Advocacy, Counselling and Empowerment (PEACE) Program for children and youth. The VIP Program offers free educational prevention presentations to educators, students, parents and guardians. The VIP Program also links school-aged children and youth experiencing domestic violence to PEACE Program counsellors and other support services in the province.

Studies have shown that 3 to 5 children and youth in every Canadian classroom have experienced violence in their home. Every year in Canada, 85,000 to 362,000 children and youth witness or experience family violence. The VIP and PEACE Programs provide educators with a tailored awareness and prevention curriculum, and support services to assist them in supporting children and youth in their classrooms.

The VIP Program is in demand and well received throughout BC. During the 2022 - 2023 school year, 41 PEACE Programs delivered VIP presentations in 79 K -12 schools resulting in:

- 367 presentations to children and youth.
- 94 presentations to educators, parents, and guardians.
- 468 adults participated in VIP.
- 6211 students receiving VIP presentations or groups.
- 77 children and youth were referred or self-referred to PEACE Program support services after participating in a VIP presentation.

The VIP Curriculum is divided by age to meet the needs of students ranging from K-12 while also addressing topics from the Ministry of Education's Curriculum to empower an understanding of healthy living and relationships.

VIP presentations include:

- Awareness education for educators, parents and guardians about the impact of domestic violence on children and youth, and the ways the PEACE Program can help.
- Violence prevention presentations for school-aged children in their schools about the impact of experiencing domestic violence on children and youth, and the ways the PEACE Program can help.
- Group counselling within the school, conducted by PEACE Program counsellors.

# VIOLENCE IS PREVENTABLE **VIP** FACILITATOR GUIDE



To recognize the [2024 Victims and Survivors of Crime Week](#), the BC Society of Transition Houses launched a [‘Violence is Preventable’ Public Service Announcement](#) to raise awareness about the VIP Program and highlight how ‘Violence Is Preventable’ or VIP, teaches students how to stay safe and build healthy relationships, and reminds them that they are not alone. Please visit [bcsth.ca/VIP](http://bcsth.ca/VIP) for more information about the VIP Program, and to learn more about about the [VIP](#) and [PEACE](#) Programs in your area, or to schedule a VIP presentation, please contact:

PEACE Program counsellor’s name: \_\_\_\_\_

PEACE Program counsellor’s contact details: \_\_\_\_\_

Organization’s name: \_\_\_\_\_

Organization’s contact details: \_\_\_\_\_

Sincerely,

\_\_\_\_\_



## SAMPLE LETTER FOR SCHOOLS TO SEND TO PARENTS & GUARDIANS

Date: \_\_\_\_\_

Dear Parents and Guardians: \_\_\_\_\_

As part of the Ministry of Education's Physical and Health Education Curriculum for grade K – 12 students, school name has invited PEACE Program's organization name to offer educators, school staff and students with presentations from the Violence Is Preventable (VIP) Program.

PEACE Program's organization name will be visiting our school on date(s) and will be facilitating presentation description.

The VIP Program is a violence prevention education and awareness program that offers educators, staff, students, parents and guardians throughout BC with information and resoures regarding healthy relationships, domestic violence and safety.

Our school district is please to have the VIP Program at our school and in our communtiy as it brings practical violence prevention information, resources and support services provided by PEACE Program's organization.

To recognize the 2024 Victims and Survivors of Crime Week, the BC Society of Transition Houses launched a 'Violence is Preventable' Public Service Announcement to raise awareness about the VIP Program and highlight how 'Violence Is Preventable' or VIP, teaches students how to stay safe and build healthy relationships, and reminds them that they are not alone. Please visit [bcsth.ca/VIP](http://bcsth.ca/VIP) for more information about the VIP Program, and to learn more about about the VIP and PEACE Programs in your area, or to schedule a VIP presentation, please contact:

If you have any questions or concerns regarding the content and nature of the VIP Program, please do not hesitate to contact **[insert name of VIP facilitator and contact details here]**. Your cooperation and support is greatly appreciated.

Respectfully,

\_\_\_\_\_



## **SAMPLE LETTER TO SEND TO SCHOOL DISTRICT STAFF**

Date: \_\_\_\_\_

Dear: \_\_\_\_\_

In Canada, it is estimated that 3 to 5 children and youth in every Canadian classroom have witnessed violence in their home and every year up to 362,000 Canadian children and youth witness or experience family violence. The Violence Is Preventable (VIP) Program is a free, school-based violence prevention program for grades K – 12 students in British Columbia.

The VIP Program is fully funded and links BC schools with Prevention, Education, Advocacy, Counselling and Empowerment (PEACE) Programs for children and youth with experiences of domestic violence.

The VIP Program is in demand and well received throughout BC. During the 2022 - 2023 school year, 41 PEACE Programs delivered VIP presentations in 79 K -12 schools resulting in:

- 367 presentations to children and youth.
- 94 presentations to educators, parents, and guardians.
- 468 adults participated in VIP.
- 6211 students receiving VIP presentations or groups.
- 77 children and youth were referred or self-referred to PEACE Program support services after participating in a VIP presentation.

The VIP Curriculum is divided by age to meet the needs of students ranging from K-12 while also addressing topics from the Ministry of Education's Curriculum to empower an understanding of healthy living and relationships.

VIP presentations include:

- Awareness education for educators, parents and guardians.
- Violence prevention presentations in classes or at school assemblies.
- Group counselling within the school, conducted by PEACE Program counsellors.

As a PEACE Program counsellor at PEACE Program's organization name, I would be grateful for an introduction to your Safe Schools Coordinator or a member of your School Safety Team to discuss the possibility of bringing the VIP Program to schools in school district number. You can learn more about the VIP Program by visiting [bcsth.ca/VIP](https://bcsth.ca/VIP) or by watching [this short promotional video](#). Additionally, To recognize the [2024 Victims and Survivors of Crime Week](#), the BC Society of Transition Houses launched a ['Violence is](#)

# VIOLENCE IS PREVENTABLE **VIP** FACILITATOR GUIDE



Preventable' Public Service Announcement to raise awareness about the VIP Program and highlight how 'Violence Is Preventable' or VIP, teaches students how to stay safe and build healthy relationships, and reminds them that they are not alone.

If you have any questions or concerns, or would like to further discuss the VIP and PEACE Programs, please do not hesitate to contact me:

\_\_\_\_\_  
PEACE Program counsellor's name:

\_\_\_\_\_  
PEACE Program counsellor's contact details:

\_\_\_\_\_  
Organization's name:

\_\_\_\_\_  
Organization's contact details:

Sincerely,

\_\_\_\_\_



## TIPS FOR CONTACTING SCHOOL DISTRICTS

- Two website that may facilitate communication with school districts:
  - [School District Contacts Map](#)
  - [Find a school in BC](#)
- If the school district is new to you, consider contact more senior-level staff first.
- Ask to be introduced to the School Safety Team or Safe Schools Coordinator. Every school district has a Safe Schools Coordinator, and large school districts have School Safety Teams.
- As you build connections, consider networking by asking to be introduced to colleagues and other school staff and personnel.
- British Columbia has 60 school districts and 365 independent schools. You can find the contact information for independent schools [here](#).
- Remind schools that VIP is fully funded and all VIP Programming is offered at no cost.