

Zero Tolerance Policies

Workplace Violence

Tradewinds Subs is committed to providing a safe and secure work environment for all employees, clients, and visitors. We maintain a zero-tolerance policy for any act or threat of violence in the workplace.

Policy Statement

Violent acts or threats of violence of any kind are strictly prohibited, including but not limited to:

- Physical assault or fighting.
- Threatening, intimidating, or aggressive behavior.
- Possession of any weapon or dangerous item on Tradewind or school property.
- Weapons are not permitted in the workplace, including employee-owned vehicles parked on Tradewind or school property. Weapons include, but are not limited to:
- Firearms, knives (not used for job-related culinary purposes), brass knuckles, martial arts equipment, clubs/bats, or explosives.

Compliance with School Site Policies

Substitute educators must follow all school-specific safety and emergency protocols, including lockdown and evacuation procedures. Failure to comply may result in termination and possible legal action.

Reporting

Any employee who experiences, witnesses, or becomes aware of violence or threats of violence must immediately report it to their Tradewind Subs Consultant. If an incident poses an immediate danger, call 911 first, then once again, please inform your Tradewind Subs consultant immediately. All threats, even those made in jest, must be taken seriously and reported.

Restraining Orders & Safety Notifications

Employees must inform their education consultant if:

- They are subject to a restraining order related to workplace safety.
- They are aware of any non-work-related situation that could result in workplace violence.

Zero Tolerance Standard

Any act or threat of violence, possession of an unauthorized weapon, or violation of this policy will result in immediate disciplinary action, up to and including termination of employment, and may lead to criminal prosecution.