

EMPLOYEE WELLNESS, HEALTH AND SAFETY

Background

The District is committed to the enhancement of a positive work environment and to the maintenance of safe and healthy working conditions and attitudes within the District.

The District strives to create a positive work environment and maintain safe and healthy working conditions and attitudes.

Procedures

1. The District supports the establishment of a District Wellness Committee, which shall have as its mandate the organization and promotion of wellness activities in the District for the benefit of all employees.
2. The District Wellness Committee will meet on a regular basis to plan District activities and support site-based activities. The committee will be comprised of a wellness representative from each employee group and District excluded staff. The committee will annually elect a chairperson and executive steering committee from its membership.
3. All employees will observe safe working procedures as prescribed. They will ensure prompt reporting to their immediate supervisors of any unsafe or unhealthy situations coming to their attention.
4. Supervisory employees will ensure training is effective and that employees in their area of responsibility observe the safety and health rules.
5. Senior management employees will create high standards for plant and equipment maintenance and work procedures which are conducive to an accident and disease free work place environment.
6. Accidents or injuries shall be reported to the immediate supervisor or Principal as soon as possible.
7. Workers' Compensation Board forms (available at the District office) must be completed and filed within three (3) days for any of the following conditions:
 - 7.1. The worker loses consciousness following the injury;
 - 7.2. The worker is transported or directed by a first aid attendant or other representative of the employer to a hospital or other place of medical treatment, or is recommended by such person to go to such place;
 - 7.3. The injury is one that obviously requires medical treatment;
 - 7.4. The worker states that he/she intends to seek medical treatment;
 - 7.5. The worker has received medical treatment for the injury;

- 7.6. The worker is unable or claims that he/she is unable by reason of the injury to return to his/her usual job function on any working day subsequent to the day of injury;
 - 7.7. The injury or accident resulted or is claimed to have resulted in the breakage of an artificial member, eyeglasses, dentures, or a hearing aid.
8. The District supports the operation of an occupational health program in the District.
 9. The District occupational health program includes participation in return to work programs for all employees, as appropriate.

Reference: Sections 22, 65, 85, 92 School Act
Employment Standards Act
Freedom of Information and Protection of Privacy Act
Collective Agreements

Adopted: November 2019
Revised: