

1. Rationale

The Simcoe County District School Board (SCDSB) recognizes the need to provide a healthy and safe environment for all employees.

The SCDSB reaffirms its commitment to undertake initiatives to promote health and safety in the workplace in order to ensure the continued implementation of the *Occupational Health and Safety Act* and applicable regulations. The SCDSB, supervisors, and employees must all be dedicated to the continuing objective of reducing risk of injury or illness in the workplace.

The SCDSB is also committed to promoting programs that support certification training for specified personnel, where appropriate, and where feasible.

2. Policy

It is the policy of the SCDSB to adhere to the responsibilities placed upon it by the *Occupational Health and Safety Act* and to promote a safe working environment for all employees to prevent workplace injury or illness.

3. Definitions

3.1 Employee - employees and individuals who meet the definition of 'worker' under the *Occupational Health and Safety Act*.

3.2 Principals, managers, and supervisors - individuals who meet the definition of 'supervisor' under the *Occupational Health and Safety Act*.

3.3 Workplace - The *Occupational Health and Safety Act* defines a workplace as *any land, premises, location or thing at, upon, in or, near which a worker works*.

3.3.1 The workplace includes any place where employees perform duties or functions on behalf of the board. Schools and school-related activities, such as extracurricular activities and excursions, comprise the workplace, as do board offices, vehicles, facilities, and lands. Conferences and training sessions fall within the scope of this policy.

4. Guidelines

4.1 The development of a safe working environment is dependent upon the joint efforts of employees and management and, to this end, the board will establish and support the implementation and maintenance of a joint health and safety committee.

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- 4.2 Principals, managers, and supervisors are responsible for ensuring the implementation of all health and safety legislation and for ensuring practices that promote compliance with board safety policies and procedures are in place.
- 4.3 Employees must perform their jobs in accordance with established safety procedures and must actively participate in the protection of fellow employees.
- 4.4 Employees must report all unsafe conditions and are encouraged to make suggestions for the improvement of the health and safety conditions in the workplace.
- 4.5 No action will be taken against an employee for exercising their rights under the *Occupational Health and Safety Act*, including the right to participate, right to know, and the right to refuse work. Teachers have a limited right to refuse unsafe work, as outlined in Ontario Regulation 857-Teachers.

5. Implementation

The Director of Education is authorized to provide the administrative procedures necessary to implement this policy.

APPROVED OCT. 26, 1994
REVISED JUNE 21, 2006
REVISED FEB. 23, 2011
REVISED MARCH 25, 2015
REVISED APRIL 25, 2018
REVISED JUNE 19, 2019
REVISED JAN. 18, 2023
REVISED FEB. 28, 2024

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