



<u>DUFFERIN-PEEL CATHOLIC DISTRICT SCHOOL BOARD</u> <u>POLICY</u>	
POLICY NUMBER:	P-4002
SUBJECT:	Health and Safety
REFERENCE:	<i>Occupational Health and Safety Act</i> https://www.ontario.ca/laws/statute/90o01 GAP4043 – Health and Safety Manual GAP4001 – Safety of Pupils: Communicable Diseases in Staff and Pupils GAP4028 – Health – Pediculosis GAP4016 – Employee Safety Protocol GAP4017 – Assaults GAP1002 – COVID -19 Mandatory Vaccine Reporting GAP4031 – Safety of Pupils: Emergency Response Procedures GAP4018 – Safety of Pupils: Lockdown/Hold and Secure/ Shelter in Place GAP4019 – Safety of Pupils: Bomb Threats GAP4002 – Safety of Pupils: Handling Bodily Fluids GAP4020 – Safety of Pupils: Weather Guidelines for Recess and Lunch Breaks GAP4036 – Public Access to Defibrillators in Schools GAP4009 – Physical Restraint GAP4037 – Lockdown/Hold and Secure Procedures for Catholic Education Centre and Keaton Centre GAP4038 – Fire Drill Procedures – Catholic Education Centre and Keaton
EFFECTIVE DATE:	April 19, 1994
AMMENDED DATE:	September 28, 2010; June 18, 2024

And you will have confidence because there is hope; you will be protected and take your rest in safety.

Job 11:18

1. The Dufferin-Peel Catholic District School Board (DPCDSB), as a Catholic institution dedicated to the Church's teachings, is committed to providing a safe, caring, healthy, and inclusive work environment for its employees, students, visitors, and members of the public, where everyone is treated with respect and dignity.
2. DPCDSB shall take all reasonable precautions to prevent injuries and illness to persons by providing a work environment free from threat, intimidation, or violence. While this kind of conduct is rare, DPCDSB cannot consider itself immune from this behaviour.

3. Established Health and Safety policies and procedures, carried out and maintained in accordance with the *Occupational Health and Safety Act* and its Regulations, can help provide appropriate responses to situations that may arise. Detailed information can be found in the DPCDSB *Health and Safety* manual.
4. DPCDSB encourages a cooperative approach to health and safety programs by fostering communication between all workplace parties.
5. It is the intent of this policy to ensure that everyone associated with DPCDSB, including employees, students, visitors, and members of the public, is provided with an environment free from unsafe workplace situations.
6. DPCDSB shall provide leadership, education, and training so that employees have an opportunity to acquire sufficient knowledge and skills to perform their work safely. Employees are DPCDSB's most valuable resource and will be treated as such.
7. This policy shall be posted where it is accessible to all employees at every location within DPCDSB.
8. All employees, at all levels and functions, must accept their responsibilities in achieving the policy objectives.
9. The **Responsibilities of Employees** are to:
 - Follow safe work procedures.
 - Know and comply with all laws and regulations.
 - Report any injury or illness immediately.
 - Report unsafe acts and conditions, including acts of violence (as well as acts of violence which occur off Board property, but which may have an impact on the work environment)

a) It is each employee's responsibility to bring health and safety issues to the attention of their supervisor as soon as practicable.
10. The **Responsibilities of Supervisors** are to:
 - Inform employees of potential hazards
 - Ensure that employees work safely.
 - Ensure that safe and healthy working conditions are maintained.
 - Facilitate correction of unsafe acts and conditions.
 - Report and investigate all accidents/incidents.
 - Instill safety awareness in students and staff.

a) Supervisory staff include Principals, Vice-Principals, Managers, and others considered to be Supervisors under the *Occupational Health and Safety Act*.
11. The **Responsibilities of Senior Management Staff** are to:
 - Provide health and safety training and information to supervisors and employees.
 - Provide a safe and healthy workplace.
 - Establish and maintain a health and safety policy and program.
 - Provide first aid facilities.

- Support supervisors in their health and safety activities.
 - Evaluate health and safety performance of supervisors.
- a) Senior Management staff refers to Superintendents, Associate Directors of Education, and the Director of Education.