

<u>DUFFERIN-PEEL CATHOLIC DISTRICT SCHOOL BOARD</u>	
<u>POLICY</u>	
POLICY NUMBER:	P-1004
SUBJECT:	DISCONNECT FROM WORK
REFERENCE:	<i>Employment Standards Act</i>
EFFECTIVE DATE:	May 31, 2022

*"Come to me, all you that are weary and are carrying heavy burdens, and I will give you rest."
Matthew 11:28*

1. The Dufferin-Peel District School Board ("DPCDSB") recognizes that advances in electronic communications technology and the proliferation of remote work activities have increased the potential to extend employees' workdays beyond regular hours of work. As such, DPCDSB is committed to ensuring that all staff are free to "disconnect from work" once their regular hours, as determined by their role, are completed each workday.
2. "Disconnecting from work" means not engaging in work-related communications, including emails, telephone calls, video calls, or sending or reviewing other messages outside of their regular hours of work, to be free from the performance of work.
3. While the *Employment Standards Act* requires employers to develop a policy regarding disconnecting from work, the *Employment Standards Act* does not specify that employers' written disconnect from work policies provide a new right for the employee to disconnect from work and be free from the obligation to engage in work-related communications.
4. In compliance with the *Employment Standards Act*, the nature of the employee's role shall determine the expectations regarding disconnection from work. Some roles include existing expectations for engaging in work-related communications and other duties outside of regular hours of work.
5. The reference relevant to this policy is found in the *Employment Standards Act*.