
PERSONNEL AND EMPLOYEE RELATIONS**7000**

HEALTH AND SAFETY POLICY**7080**

1. Rationale

Lakehead District School Board is committed to providing and maintaining a safe, healthy working environment for its employees and all others under Board direction.

It is the responsibility of all employees and non-Board personnel to ensure that they comply with the provisions of the Occupational Health and Safety Act (OHSA) R.S.O. 1990 and Regulations, and all Board policies, procedures and practices associated with Health and Safety.

2. Policy

2.1 It is the policy of Lakehead District School Board to:

2.1.1 provide a safe and healthy environment;

2.1.2 provide training necessary to meet or exceed standards of the OHSA and Regulations; and

2.1.3 eliminate or reduce injuries, accidents, illnesses, and near misses.

2.2 The Board will develop and maintain written health and safety practices which will conform to the best of current practices and meet or exceed standards as outlined under the OHSA and Regulations.

2.3 Health and safety concerns will take precedence over expedience.

2.4 Accident prevention is an operational responsibility and it demands executive direction and control.

2.5 All employees and non-Board personnel must assume responsibility for accident prevention.

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3. Guidelines

- 3.1 In order to prevent injury or illness associated with the work environment, all employees of the Board shall:
- 3.1.1 comply with the current OHSA, Environmental Protection legislation, Safe Drinking Water Act and any other related codes and regulations;
 - 3.1.2 follow currently accepted safety standards and practices; and
 - 3.1.3 demonstrate by attitude and example that safety is an integral part of every function of the Board.
- 3.2 All employees, supervisors, managers, principals, superintendents, director of education, and trustees shall be responsible for adhering to the Health and Safety Policy and Procedures.
- 3.2.1 All employees are responsible to:
- follow safe work procedures;
 - know and comply with all Board safety practices;
 - report any injury or illness immediately to their supervisor;
 - identify and report immediately any potentially hazardous practices and conditions to their supervisor;
 - cooperate with joint health and safety committee initiatives; and
 - use and maintain personal protective equipment.
- 3.2.2 All supervisors, managers, superintendents, director of education, and trustees are responsible to:
- identify and report immediately any potentially hazardous practices and conditions;
 - promote safety awareness in workers;
 - ensure that all employees are trained in proper safety procedures, and are competent to perform their respective tasks;
 - ensure that employees work safely;
 - ensure that safe and healthy work conditions are maintained;
 - correct any potentially hazardous practices and conditions;
 - report and investigate all accidents or incidents;
 - evaluate health and safety performance of all staff;
 - motivate and support staff in their health and safety activities; and
 - ensure that employees are provided with personal protective equipment, as required.

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4. Review

This policy shall be reviewed in accordance with Policy Development and Review Policy 2010.

<u>Cross Reference</u>	<u>Date Approved</u>	<u>Legal Reference</u>
Procedures 7080 "Health and Safety"	January 21, 1992	Occupational Health and Safety Act, RSO 1990
Procedures 7040 "Violence in the Workplace"	<u>Date Revised</u> June 24, 2003	Safe Drinking Water Act 2002
Procedures 7030 "Harassment and Human Rights"	April 26, 2011 April 25, 2017	Environmental Protection Act

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