

# Code G: Personnel and Employee Relations

## POLICY TITLE AND CODE

**GENERAL PERSONNEL POLICIES - EMPLOYEE HEALTH AND SAFETY GBG**

## STATEMENT OF POLICY

Greater Saskatoon Catholic Schools is committed to supporting healthy and safe workplaces for all employees. The Board shall do everything possible to prevent occupational diseases, accidents and injuries, and to maintain a healthy work environment. The Board shall comply with all legislated requirements pertaining to occupational health and safety.

## RATIONALE

Healthy and safe workplaces support the provision of a faith-filled education and the realization of Board Priorities.

- 'Life and physical health are precious gifts entrusted to us by God. We must take reasonable care of them, taking into account the needs of others and the common good'.
- 'To nurture and develop God's people - our human resources'.

## AUTHORITY

- *Catechism of the Catholic Church*
- *Understanding Catholic Education, 2007*

## GUIDELINES

1. The Board is committed to implementing safe working procedures and conditions and accident prevention programs.
2. All work sites shall adhere to Board health and safety standards.
3. Supervisors are responsible for enhancing a safety culture.
4. Staff assume the shared responsibility of assisting one another in maintaining healthy and safe workplaces.
5. Each staff member is expected to maintain their health, well being and exercise appropriate safety precautions.

## **PROCEDURES**

1. The Board shall support Division wide health and safety through the provision of regular and on-going education in support of safe work practices.
2. The Board shall institute programs/initiatives which proactively address health and safety concerns.
3. The Board shall regularly review Occupational Health and Safety Committee Reports, injury/accident submissions, and the Division Safety Program.
4. Occupational Health and Safety Committees shall be established and follow legislated requirements.
5. Occupational Health and Safety Committees shall promote a culture where employee health and safety is a priority.

## **REFERENCES**

Statement of Educational Commitment of Greater Saskatoon Catholic Schools:

- To foster good human relationships
- To provide opportunities for each staff member to grow in awareness of the calling to serve.

## **FORMS**

- Injury Report Forms
- Violent Incident Report Forms

## **DATE APPROVED**

January 25, 1989

## **DATE AMENDED**

June 19, 1991

April 2004

April 28, 2008