

# **School District 50: Haida Gwaii/Queen Charlotte**

**Policy Subject:** DISTRICT HEALTH AND SAFETY PROGRAM

**Date Passed:** January 2003

**Date Amended:** NA

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Policy No. 6300

Date Approved: January, 2003

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## **PREAMBLE**

### **DISTRICT HEALTH AND SAFETY PROGRAM**

The Board of School Trustees requires safe and healthy workplaces for its students and employees. To this end it establishes a District Safety Committee Policy and Regulations. The specific standards are set by legislation. The District Health and Safety Committee is responsible for setting, monitoring and maintaining the District Health and Safety Program.

## **PROCEDURE**

The District Health and Safety Committee will set Regulations for the operation of the District Health and Safety Program by consensus.

The Board shall be kept informed of all revisions to District Health and Safety Regulations.

## **DISTRICT HEALTH AND SAFETY COMMITTEE STRUCTURE:**

A District Health and Safety Committee shall be established by the employer to coordinate Joint Health and Safety Committees established at worksites.

The District Health and Safety Committee shall assist in creating a safe and

healthful place of work and learning.

The District Health and Safety Committee shall be composed of four (4) regular members: one (1) chosen by and representing the Union, one (1) chosen by and representing any other employee union, and two (2) chosen by the Employer.

The Chairperson and Secretary shall be elected from and by the members of the committee. Where the Chairperson is an employer member, the Secretary shall be an employee member and vice versa.

The committee shall:

- a. Determine that regular inspections of all worksites, including a health and safety audit by WCB if necessary, are carried out as required by regulations of the Workers' Compensation Board of British Columbia (WCB)
- b. Determine that the provisions of health services as outlined in the School Act are carried out.
- c. Recommend measures required to attain compliance with the School Act and the WCB, and the correction of hazardous conditions.
- d. Hold meetings at least three (3) times per year for the review of:
  - i. Reports of school level Joint Health and Safety Committees;
  - ii. Reports of current accidents, their causes and means of prevention;
  - iii. Remedial action taken as required by the reports of investigations and inspections;
  - iv. Recommendations from the Union and other employees of the Board, and recommend implementation where warranted;
  - v. Any other matters pertinent to health and safety.
- e. Record the proceedings of the committee and forward the minutes promptly to the employer and the Union.

f. Ensure that copies of relevant publications are available in each school.

School based Joint Health and Safety Committees shall be established by the employer in accordance with WCB regulations.