

HEALTH AND SAFETY OF STUDENTS AND STAFF

Background

The district is committed to providing a safe and healthy environment for students and staff.

The administration and coordination of a joint health and safety program shall be accomplished by management, supported by the district joint health and safety committee and joint workplace health and safety committees in each school.

District management, supervisors and employees shall work cooperatively to ensure the success of the program, and to this end, specific responsibilities are outlined in this operational procedure.

Procedures

1. General Responsibilities

- 1.1 The establishment and maintenance of safe learning and working conditions is to be a primary consideration for all district staff.
- 1.2 Management is responsible for establishing and maintaining adequate facility maintenance standards, necessary equipment to guard against or eliminate physical and health hazards, and the development of appropriate work procedures.
- 1.3 Supervisors, including principals/vice-principals, in consultation with the appropriate district personnel (ie. operations and safety supervisor & director of student services) are responsible for ensuring that their staff are trained in proper work procedures and are following WorkSafe BC requirements.
- 1.4 All employees are expected to follow proper procedures, observe regulations pertaining to their work and cooperate in achieving the objective of a healthy and safe workplace.
- 1.5 The district will, through the operations & safety supervisor, develop and implement safety and accident prevention programs in order to develop a learning and working environment that promotes health and safety.
- 1.6 The superintendent of schools may decide to close schools on a required day of instruction if the health or safety of students is at risk.
- 1.7 All employees upon hire, will be required to complete health & safety training as part of the new employee orientation.

2. Occupational Health & Safety Regulation Requirements (Including WHMIS)

- 2.1 All district management, principals/vice-principals, staff and contractors shall comply with health and safety legislation.
- 2.2 All district personnel and contractors shall comply with WHMIS 2015 (Workplace Hazardous Materials Information Systems 2015) standards.

- 2.3 All district personnel and contractors who, as a part of their duties, either use or may be exposed to hazardous chemicals, shall participate in a WHMIS 2015 training session.

3. School Instruction

- 3.1 The operations and safety supervisor shall familiarize principals/vice-principals with WHMIS 2015 and develop the procedures outlined in 3.2.
- 3.2 Principals/vice-principals in consultation with the operations & safety supervisor, shall ensure procedures are in place that prescribe the rules of safe operation of all laboratories, technical education, home economics or any other hands-on course within the school. Such procedures shall address:
 - 3.2.1 The safe and secure storage, annual checking, and disposal (where needed) of chemicals;
 - 3.2.2 WHMIS 2015 labeling of all chemicals;
 - 3.2.3 Safe and secure storage and use of laboratory equipment;
 - 3.2.4 Safe use of natural gas and security when gas is not in use;
 - 3.2.5 Appropriate teacher supervision of students in all laboratory activities;
 - 3.2.6 The training of staff in the use and maintenance of safety equipment, and the use and hazards of any equipment or chemicals they may use as well as the safety requirements of any procedure or activity they may use;
 - 3.2.7 The training of students in any safety procedures relevant to the work they are doing; and
 - 3.2.8 Any other measures required to ensure the safety of students and staff in any school class.
- 3.3 All students in laboratory courses must be provided with safety training.

Reference: Sections 17, 20, 22, 65, 85 School Act
Health Act
Safety Standards Act
Workers' Compensation Act
Communicable Diseases Regulations
Occupational Health and Safety Regulations