

## **19. Board Policy *Workplace Health and Safety***

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1. The Board believes that the prevention of occupational injuries and illnesses is of utmost importance. Therefore, the Board is committed to taking all reasonable precautions in order to provide and maintain a safe and healthy work environment for all of its employees, students, contractors, visitors and volunteers.
2. To facilitate this, the Superintendent shall:
  - a) maintain a comprehensive Health & Safety Program that complies with Alberta Occupational Health & Safety Legislation as well as all relevant statutes, regulations and standards of government agencies and regulatory authorities relating to occupational health and safety.
  - b) give priority to safe working conditions and job safety practices in the planning, budgeting, direction and implementation of school activities.
  - c) ensure that employees are properly trained and knowledgeable about their duties; will provide leadership, set an example and promote strict observance of established procedures and safe work practices.
3. Employees at every level are responsible and accountable for the health and safety performance of the Division. Active participation by everyone, every day, in every job is necessary for the safety excellence this organization expects.
4. Employees at every level should be familiar and comply with the requirements of the Alberta Occupational Health and Safety legislation as it relates to their work processes. Working safely is a condition of employment.
5. All employees, students, contractors, visitors and volunteers are responsible for following all health and safety procedures, working with an awareness of health and safety, reporting any unsafe acts or conditions and cooperating in working towards improved health and safety conditions at work. The rules and procedures have been designed for everyone and active participation is essential for ensuring success in preventing workplace injuries and occupational illnesses.
6. The Board's goal is a healthy, injury free workplace for all employees. By working together in all parts of this program, we can achieve this goal.

**Approved:** May 13, 2008