

140 OCCUPATIONAL HEALTH AND SAFETY

Belief

The MESOC will ensure that all employees, casuals, supply teachers, contractors, volunteers and any other individuals employed or contracted to provide service in any capacity to MESOC, work in a safe and healthy environment.

Procedures

1. All employees must participate in the occupational health and safety training program.
2. All employees are expected to work safely and to correct situations within their realm of authority.
3. Appropriate checks and inspections shall be carried out to ensure safe conditions and practices.
4. Unsafe conditions and practices will be identified and corrected.
5. Employees shall report injuries and unsafe conditions to site administrators immediately.
6. Site administrators shall:
 - 6.1. Ensure that all employees are made aware of all known or reasonably foreseeable health and safety hazards;
 - 6.2. Ensure that all employees work in a safe and healthy manner;
 - 6.3. Define and assign duties and responsibilities to be carried out by employees under their direction;
 - 6.4. Ensure that regular health and safety meetings are conducted, and
 - 6.5. Monitor and review operations on a regular basis.
7. The Associate Superintendent of People Services or designate, is responsible for coordinating and monitoring the occupational health and safety program.
8. The Associate Superintendent of People Services shall ensure that regular health and safety meetings are conducted.
9. A Health and Safety Manual shall be maintained.

Reference:

MESOC Board of Governors Policy EL-1: Treatment of Students and Parents, MESOC Board of Governors Policy EL-2: Treatment of Staff and Volunteers, Building Standards Act, Electrical Protection Act, Fire Prevention Act, Gas Protection Act, Hazardous Products Act, Occupational Health & Safety Act, Division Commitment to Health and Safety.