



BOARD DIRECTIONAL POLICY

DIRECTIONAL POLICY

Healthy Schools and Workplaces

DIRECTIONAL POLICY NUMBER

700

Directional Policy

Healthy Schools and Workplaces

Date Approved:

April 2023

Projected Review Date:

April 2028

Policy

The Catholic District School Board of Eastern Ontario prioritizes the achievement and well-being of all students and staff in learning and work environments that are anchored in Gospel values, Catholic Social Teachings, and the Catholic Graduate Expectations.

The Board recognizes that the health and well-being of our students and staff is integral to their success. A healthy environment involves being respectful of one another's social, emotional, spiritual and physical well-being. We all have a collective responsibility to create healthy learning and work environments that contribute to life-long learning and that enable every individual at CDSBEO to reach their God-given potential. We work with our community partners, such as our parishes, public health, provincial health organizations, local municipalities, local social service agencies and local health charities, to promote staff and student achievement and well-being.

The *Healthy Schools and Workplaces Directional Policy* supports the health and safety of all students and staff along with our policies and administrative procedures in the areas of *Nurturing and Protecting Catholic Education; Belonging in Catholic Schools; Safe, Inclusive and Progressive Schools*, and *Nurturing Employee Relations*.

Purpose

The purpose of the *Healthy Schools and Workplaces Directional Policy* is to create a shared understanding and organized approach to the implementation of administrative procedures, protocols, and guidelines related to ensuring healthy schools and workplaces for students and staff respectively.

This Directional Policy responds to legislative requirements for school boards in the areas of health and safety, such as the Occupational Health and Safety Act, Rowan's Law, PPM 161: Supporting Children and Students with Prevalent Medical Conditions, PPM 150: School Food and Beverage Policy 2010, and the Education Act.

This Directional policy, and its accompanying administrative procedures, protocols, and guidelines, will provide guidance when addressing illness, injury, medical conditions, fitness for duty and accessibility. Further, it promotes proactive health and well-being strategies, such as physical activity, healthy eating, and mental wellness activity, for both students and staff.

Alignment with Multi-Year Strategic Plan:

The *Healthy Schools and Workplaces Directional Policy* supports our Vision of "Inspired by the teachings of Jesus Christ, we transform the world with justice and peace through Catholic education."

[CDSBEO Strategic Plan 2020-2025](#)

Alignment with the CDSBEO Framework for Policy Development

The strategic plan and goals of the Catholic District School Board of Eastern Ontario must be rooted in the development and maintenance of Board policies and organizational structures that support student achievement, equity and wellbeing, and educational goals. These policies must be monitored and evaluated for their effectiveness in achieving these goals (Good Governance: Guide for Trustees, School Boards, Directors of Education and Communities, 2022).

[CDSBEO Framework for Policy Development](#)

Responsibilities

The Board of Trustees is responsible for:

- Defining, articulating, and directing the Catholic District School Board of Eastern Ontario mandate to support student achievement and well-being in a Catholic learning community supported by the Multi-Year Strategic Plan.
- Setting direction and policy that governs the Catholic District School Board of Eastern Ontario.

- Reviewing and considering for approval the *Healthy Schools and Workplaces Directional Policy* recommended for consideration.
- Understanding and communicating with members of the community the content of the *Healthy Schools and Workplaces Directional Policy*.
- Assigning responsibility to the Director of Education for operationalizing and managing the *Healthy Schools and Workplaces Directional Policy*.
- Monitoring and holding the Director of Education accountable respecting the implementation and operational details of the *Healthy Schools and Workplaces Directional Policy*.

The Director of Education is responsible for:

- Providing leadership regarding implementation and operational details in the *Healthy Schools and Workplaces Directional Policy*.
- Providing direction to staff in the development of administrative procedures and practices to ensure implementation of the *Healthy Schools and Workplaces Directional Policy*.
- Ensuring employees whom they supervise meet the requirements of the *Healthy Schools and Workplaces Directional Policy* and related administrative procedures.

Lead Superintendent or Designate is responsible for:

- Working in collaboration with the senior team, managers, and all employee groups in the development of administrative procedures and practices to support the *Healthy Schools and Workplaces Directional Policy*.
- Ensuring all employees of the Board are aware of the *Healthy Schools and Workplaces Directional Policy* and where to access it and the relevant administrative procedures.
- Ensuring the unions and/or associations that represent employees of the Board understand the expectations outlined in the *Healthy Schools and Workplaces Directional Policy* and relevant administrative procedures.

Superintendents of School Effectiveness are responsible for:

- Providing leadership and supports for principals, vice-principals, managers, administrative assistants, and all departmental staff in their knowledge, understanding, and implementation of the *Healthy Schools and Workplaces Directional Policy*.
- Ensuring employees whom they supervise meet the requirements of the *Healthy Schools and Workplaces Directional Policy* and related administrative procedures.

Managers are responsible for:

- Providing leadership, management, and support for the members of their department in their knowledge, understanding, and implementation of the *Healthy Schools and Workplaces Directional Policy*.
- Working collaboratively with the Human Resources Department to develop administrative procedures that align with the *Healthy Schools and Workplaces Directional Policy*.

- Ensuring employees whom they supervise meet the requirements of the *Healthy Schools and Workplaces Directional Policy* and related administrative procedures.

Communications Department is responsible for:

- Working collaboratively with the Human Resources Department to develop a system-wide communications plan focused on building knowledge and understanding with our various stakeholders on the *Healthy Schools and Workplaces Directional Policy* to support its effective implementation.

Principals and Vice-Principals are responsible for:

- Providing leadership, management, and support for the members of their school communities in their knowledge, understanding, and implementation of the *Healthy Schools and Workplaces Directional Policy*.
- Ensuring employees whom they supervise meet the requirements of the *Healthy Schools and Workplaces Directional Policy* and related administrative procedures.

All Employees are responsible for:

- Being proactive and self-directed in building their knowledge and understanding of the *Healthy Schools and Workplaces Directional Policy* as it relates to their role with the Catholic District School Board of Eastern Ontario.
- Complying with the administrative procedures, protocols and guidelines that support the *Healthy Schools and Workplaces Directional Policy*.

Progress Indicators

- All employees are aware of the *Healthy Schools and Workplaces Directional Policy* and the requirements of the related administrative procedures, protocols, and guidelines.
- Employees of the Board are complying with the expectations and acting with integrity and professionalism and in light of our Catholic faith.
- CDSBEO schools and places of work are responsive to legislative requirements and implement proactive strategies to ensure the health and safety of staff and students.

References

- [CDSBEO Strategic Plan 2020-2025](#)
- [CDSBEO Framework for Policy Development](#)
- [Education Act, RSO 1990, c. E.2](#)
- [Occupational Health and Safety Act](#)
- [PPM 161: Supporting Children and Students with Prevalent Medical Conditions \(Anaphylaxis, Asthma, Diabetes, and/or Epilepsy\) in Schools](#)

- [Rowan's Law \(Concussion Safety\) 2018](#)
- [PPM 158 School Board Policies on Concussions](#)
- [PPM 150 School Food and Beverage Policy 2010](#)
- [School Mental Health Ontario](#)
- [Ontario Physical Activity Safety Standards in Education](#)
- [Standard for Psychological Health and Safety in the Workplace](#)
- [World Health Organization \(WHO\)](#)