



3:16 Safe Working Conditions

The Board is required to ensure safe working conditions. Most of this is provided for under Health and Safety policies and procedures. As part of providing an emotionally safe work environment, everyone will treat others: colleagues, students and the public with courtesy and respect.

Guidelines

1. All staff and Board members are expected to:
 - Follow the relevant Code of Conduct and abide by the Code of Ethics (for teachers);
 - Ensure that any workplace relationships do not have a negative effect on your work performance;
 - Respect the privacy of individuals when dealing with personal information;
 - Be non-judgmental and refrain from discriminating against colleagues or students on the basis of their gender, age, disability, marital status, and ethnicity, religious, ethical beliefs or sexual orientation;
 - Avoid bringing into the workplace any material that may be viewed as racist or sexist, that is pornographic, or that is otherwise offensive to the board or staff.
2. Any staff member who considers they are being subjected to sexual or other harassment should make a complaint under the relevant policy process. An affected staff member is encouraged to seek support from a senior member of staff if they require this in order to make a complaint.
3. The school will seek to provide professional development for staff so they can gain the tools to work in partnership with the school to promote a safe working environment and address bullying or harassment at any level in the school.
4. The school will develop a Health and Safety committee whose purpose will be to identify and address work place hazards.