



## BOARD DIRECTIONAL POLICY

<i>DIRECTIONAL POLICY TITLE</i>	<i>Policy Number</i>
<b>Healthy Schools and Workplaces</b>	<b>800</b>

### **TITLE OF DIRECTIONAL POLICY:**

Healthy Schools and Workplaces

**DATE APPROVED:** February, 2019

**PROJECTED REVIEW DATE:** 2024

### **POLICY:**

The Peterborough Victoria Northumberland and Clarington Catholic District School Board 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 foundational 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 PVNC 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.

In conjunction with our policies and administrative procedures in the areas of Equity and Inclusive Education, Safe and Accepting Schools, Student Achievement and Well-being, Employee Relations, as well as our Be Well Strategy, this Directional Policy supports the health and safety of all students and staff.

### **PURPOSE:**

The purpose of the Healthy Schools and Workplaces Directional Policy is to create a shared understanding and systematic 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, PPM 150, 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 disabilities. 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 for Achieving Excellence in Catholic Education: Learn, Lead and Serve. This Vision calls the Board to these Strategic Priorities:



## Strategic Priorities 2017-2020

**Vision**

Achieving Excellence in Catholic Education  
LEARN • LEAD • SERVE

**Mission**

To educate students in faith-filled, safe, inclusive Catholic learning communities by nurturing the mind, body and spirit of all.

**LEARN**

Achieve excellence in instruction and assessment to enable all students to become reflective, self-directed, lifelong learners.

**LEAD**

Foster critical thinking, creativity, collaboration, and communication, to enable all students to realize their God-given potential.

**SERVE**

Inspire engagement and commitment to stewardship for creation to enable all students to become caring and responsible citizens.

**RESPONSIBILITIES:**

**The Board of Trustees is responsible for:**

- Defining, articulating and directing the PVNC Catholic District School Board 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 PVNC Catholic District School Board.

- Reviewing and considering for approval the Healthy Schools and Workplaces Directional Policy, as recommended for consideration by the Policy Development Committee.
- 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 for 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, protocols and guidelines to ensure implementation of the Healthy Schools and Workplaces Policy.
- Ensuring employees whom he/she supervises meet the requirements of the Healthy Schools and Workplaces Directional Policy and related administrative procedures, protocols, and guidelines.

**The Superintendent of Human Resource Services and the Superintendent with the Healthy Schools portfolio are responsible for:**

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

**Superintendents of Schools and System Portfolios 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, protocols, and guidelines.

**Managers are responsible for:**

- Providing leadership, management and support for the members of their departments 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, protocols, and guidelines.

**Communications Services is responsible for:**

- Working collaboratively with Senior Administration to develop a system-wide communications plan focused on building knowledge and understanding with our various stakeholders on the Healthy Schools and Workplaces 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 Policy and related administrative procedures, protocols, and guidelines.

**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 Peterborough Victoria Northumberland and Clarington Catholic District School Board.
- comply 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.
- PVNC schools and places of work are responsive to legislative requirements, and implement proactive strategies to ensure the health and safety of staff and students.

- Public confidence and trust is maintained and enhanced.

## DEFINITIONS:

**Wellness/Well-Being** - Wellness/well-being involves maintaining a balance between physical, mental, spiritual and/or social resources and challenges. It is the optimal state of health of individuals and groups. There are two focal aspects: the realization of the fullest potential of an individual physically, psychologically, socially, spiritually and economically, and the fulfillment of one's role expectations in the family, community, workplace and other settings (adapted from World Health Organization, 2006, and Dodge, Daly, Huyton, and Sanders, 2012).

## REFERENCES:

- [PVNC Catholic District School Board Vision and Strategic Priorities](#)
- [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 150 School Food and Beverage Policy 2010](#)
- [Policy Statement Cannabis and the Human Rights Code](#)
- [Excellence Canada](#)
- [Foundations for a Healthy School: Promoting Well-being is Part of Ontario's Achieving Excellence Vision](#)
- [Mental Health Commission of Canada](#)
- [Mind Body Spirit: Be Well – PVNCCDSB Strategy for Mental Health & Well-Being 2017-2020](#)
- [Ontario Physical Education Safety Guidelines](#)
- [Ontario Student Trustees' Association \(OSTA-AECO\): Charter of Rights: Mental Health and Well-Being](#)
- [Promoting Well-Being in Ontario's Education System](#)
- [Standard for Psychological Health and Safety in the Workplace](#)
- [World Health Organization](#)