

**Date of Issue:** September 2010

**Original Date of Issue:** February 20, 2006

**Subject:** **HEALTH AND SAFETY PROCEDURES MANUAL**

**References:** *Occupational Health and Safety Act/Regulations*  
Board Policy 3140 – Health and Safety

**Links:** Health and Safety Procedures Manual

**Contact:** Human Resource Services Department – Compensation & Wellness

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Policy 3140 - Health and Safety, establishes the general principles and responsibilities regarding health and safety. The Simcoe County District School Board recognizes the need to provide a healthy and safe environment.

The Health and Safety Procedures Manual provides specific procedures, practices and guidelines to ensure the implementation of that policy and is available through the Simcoe County District School Board staff website ([staff.scdsb.on.ca](http://staff.scdsb.on.ca)).

Principals, managers and supervisors shall:

1. Be familiar with the health and safety procedures.
2. Inform all staff how to access the Health and Safety Procedures Manual through the SCDSB staff website.
3. Inform all staff of the contents of the Health and Safety Procedures Manual (refer to **APPENDIX A**).
4. Provide copies of any health and safety procedures to staff as required.

**First Issued** February 2006  
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***Issued under the authority of the Director of Education***

**HEALTH AND SAFETY PROCEDURES MANUAL**

The Health and Safety Procedures Manual is organized into 8 sections:

Section 01 – Administrative

Section 02 – Safety Concern Reporting

Section 03 – Accident Reporting/Investigation

Section 04 – Fire Safety

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