



PRSD is committed to provide all students, staff, contractors, and visitors to its facilities a safe and healthy environment in which to work and to learn. The Board and administration recognize the rights, roles, and responsibilities of all employees with respect to workplace safety and health; and accepts an overall responsibility to maintain a comprehensive workplace safety and health program. The Board and administration are committed to the prevention of occupational injuries, illnesses and violence within the workplace, to the promotion of workplace safety and health consciousness, and to the ongoing education of all employees with respect to relevant provincial legislation.

The division's workplace safety and health program will include the eleven key elements as identified in Section 7.4(5) of the *Workplace Safety and Health Act*. 11 key elements can be found at <https://www.safemanitoba.com/Topics/Pages/Legislation.aspx>

Workplace safety and health is everyone's responsibility, and therefore PRSD requires that all employees contribute to a safe and healthy work environment. Every person in the Division must integrate good workplace safety and health practices into his/her daily tasks by following safe work methods found in the division's workplace safety and health program.

Supervisors, employees, students, and visitors all have a shared responsibility for providing and for maintaining a safe environment by conducting activities in a safe manner, by observing safety rules, and by always practicing safe behavior. Substandard safety and health performance will not be tolerated.

The Superintendent/CEO shall be responsible for the administration of this policy.

All other administrators and supervisors shall be responsible for:

- (a) the implementation of this policy
- (b) ensuring the appropriate supervision of activities
- (c) ensuring the regular inspection and repair of buildings and equipment
- (d) ensuring that all employees are aware of and follow safe work procedures
- (e) notifying appropriate authorities if required by the situation as required in the Act