

Occupational Health and Safety
BULLETIN
Violence in the Workplace

Violence in the workplace is an occupational health and safety hazard and is unacceptable. The South Shore Regional School Board is committed to minimizing, and to the extent possible, eliminating risks of violence in the workplace.

“Violence” in the workplace is defined as:

- any threats, including a threatening statement or threatening behaviour that gives an employee cause to believe that they are at risk of physical injury, or
- conduct or attempted conduct of a person that endangers the physical health or physical safety of an employee.



2014 ENHANCEMENTS:

- Each school will annually assess for any risks of violence and record this in the **Violence in the Workplace Prevention Plan**. This completed plan must be available to all employees.
- All employees will receive general training about Violence in the Workplace and be informed of this overall plan.
- There are 11 significant risks most likely to occur in the educational sector that have been identified (additional identified risks may be added). Best practice prevention strategies for each risk are also provided and each school must review and modify as necessary.
- For each identified risk for any school, a copy of the Risk Assessment and Prevention Plan for that risk must be provided to affected employees.
- When incidents occur, the reporting flow chart is provided to assist with the process.
- The incident reporting form has been improved, with emphasis on the required investigation portion. The Joint Occupational Health and Safety Committee must be consulted during the investigation and any preventative measures communicated back to the employee.

***For questions or more information on this or other
Health and Safety concerns:***

Gail Sinclair, H&S Manager, Phone 521-0241, email: g Sinclair@ssrsb.ca