

Return to Work Policy

Policy Statement:

The Eastern School District is committed to establishing and maintaining a process that returns injured workers to suitable and available work in a timely and safe manner following an injury or illness. Only work that is considered to be meaningful and productive will be assigned to injured workers during Return to Work (RTW) Programs. The employer will make every reasonable effort to provide suitable and available work that is consistent with the injured worker's functional abilities and, where possible, restores the worker's pre-injury earnings. The Eastern School District will comply with all relevant regulatory requirements and will be guided by industry best practice standards.

Rationale:

The Eastern School District understands the importance of preventing work-related incidents and accidents. Consistent with this is the employer's commitment to disability management and return to work initiatives that facilitate the safe and timely return of injured workers to the workplace. The implementation of an effective RTW policy will help to;

- Ensure consistent practices for returning injured workers to the workplace.
- Improve employee morale, communication and cooperation.
- Reduce the number of days lost from work due to injuries and illnesses.
- Reduce direct and indirect workers' compensation and sick leave costs.
- Positively impact schooling outcomes.

Scope:

This policy applies to all employees of the Eastern School District. All injured workers who have some level of functional abilities are required to actively participate in a RTW Program that is based on their functional abilities and specific job demands.

Procedures:

1. The CEO/Director of Education will establish Administrative Regulations that govern the application of this policy.

2. The Administrative Regulations will be reviewed annually by the CEO/Director of Education in collaboration with the District Administrative Staff.
3. The implementation of this policy shall be the responsibility of the Assistant Director of Education - Human Resources.