

## **Eastern School District**

### **RETURN TO WORK POLICY**

#### **Policy Statement**

Eastern School District in conjunction with the unions representing support staff will support a return to work program that will allow workers who have been injured on the job to return to work in a timely and safe manner.

#### **Rationale**

The Eastern School District recognizes that special attention needs to be given to assist workers who have sustained an injury on job and their subsequent need to return to the work for which they are trained.

#### **Scope**

In accordance with legislative and company requirements, it is mandatory that all employees participate in the Return To Work (RTW) program. It is also mandatory that all employees who sustain a work related injury report the incident in accordance with the employer's Injury Reporting System.

#### **Procedures**

1. The CEO/ Director of Education will develop administrative regulations that govern the application of this policy
2. These administrative regulations will be reviewed by the CEO/Director of Education in collaboration with administrative council and regional administrative councils.
3. Eastern School District will make every reasonable effort to provide suitable and available employment to every worker who is unable to perform his/her regular duties following a workplace injury. Suitable work will be offered in accordance with the Workplace Health Safety and Compensation Commission's Policy RE-18 Hierarchy of Return to Work and Accommodation, and Section 89 of the Workplace Health Safety Compensation Act.
4. Only work that is considered to be meaningful and productive shall be considered for use in the RTW program.

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*Authority:* Eastern School Board  
*Legal Reference:*  
*Cross Reference:* The Schools Act, 1997

*Date Approved by the Board:* March 7, 2007  
*Date of Amendments:*