



## JOINT HEALTH & SAFETY COMMITTEE

### Report for CUPE Local 997 Regular General Meeting Saturday, February 6, 2010

CUPE Local 997 Certified Representatives:

Herb Pounder  
Bobcaygeon P.S.  
Custodial/Maintenance  
City of Kawartha Lakes

Debbie Gillan  
Muskoka Beechgrove P.S.  
Educational Assistants  
District of Muskoka

Lynn Raback  
CUPE 997 Office  
Office, Clerical, Technical  
Haliburton County

#### **Alternates:**

Dan Daynes

Jackie Parkin

Tracey Benson

The TLDSB Joint Health & Safety Committee met at Archie Stouffer E.S. on November 19, 2009 with the following scheduled dates for 09 10: Wednesdays, February 18, 2009, April 15, 2009, and June 10, 2009.

The Minutes of the Joint Health & Safety Committee are available on TLDSB's First Class – from your First Class access Staff Lounge – in Staff Lounge is the Health & Safety Conference. A copy of all Health & Safety Procedures are also available in the Conference Site.

\* A warm and hearty thank you to our Worksite Representatives! The “worksite representative” is the representative of all workers in the building and the primary role is to ensure a portion of the worksite is inspected on a monthly basis. The Worksite Representatives are not responsible for “policing” Health & Safety issues; the role is to identify and to report on the appropriate form(s) and/or to provide the contact information for the TLDSB Joint Health & Safety Committee designated representative for the worksite or the Area Union Joint Health & Safety Committee designate.

\* **A Reminder ..... Complete the Forms!**

#### **Incident/Accident Form**

If in doubt .... fill out! Check out the Fact-Information Sheet posted on the CUPE 997 web site – [www.cupe997.ca](http://www.cupe997.ca) – Member Resources – Fact-Information Sheets – Incident/Accident Reporting.

As per Feb 12 08 Kerrie Wright Memo to Principals, Vice Principals and Secretaries – “For your clarification, incidents of student aggression (biting, scratching, kicking, etc.) towards staff must be reported by completing an Incident / Accident Report and subsequent Principal Investigation Report, even when there is no lost time or medical treatment. Please make your staff aware of this reporting requirement.”

**Safety Concern Form**..... should you have a Health & Safety concern that has been identified and has not been resolved – there is a Procedure and form which should be completed. The Principal/Supervisor is responsible for responding, in writing, to your concern. This information is forwarded to the Members of the Joint Health & Safety Committee and should your concern not be addressed this issue then comes forward to the Committee for discussion and possible recommendation to the Board. The Safety Concern Form is available on First Class – from your Desktop – TLDSB Infobase – Forms – posted 25/09/03.

\* **Check it Out – [www.cupe997.ca](http://www.cupe997.ca) – Web Links – Health & Safety Issues**

Don't hesitate to contact a 997 H & S Representative should you have any questions re this information or “workplace safety concerns”.

“Be it resolved the Joint Health & Safety Committee Report be received.”

Regular General Meetings/Feb 6 10/H & S Report