



Category	Health and Safety
Approved by:	College Leadership Council (CLC)
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Policy Sponsor:	President and Chief Executive Officer
Policy Administrator:	Vice-President People and Planning

Occupational Health and Safety Policy

Purpose

The purpose of this policy is to communicate and outline Lethbridge College's commitment to provide a safe and healthy learning and work environment.

Scope / Limits

This policy applies to all members of the college community.

Definitions

Health and Safety means the management system that helps to reduce the human and financial impact of injury by facilitating procedures to control hazards and reduce risk in the work and study environment.

Members of the college community means board of governors members, employees, minors, parent/guardian, student, third party contractor, visitors, volunteers, and renters or persons booking college facilities, any individual directly connected to any college activity.

Contractor means any person, partnership or group of persons who, through a contract, agreement or ownership, directs the activities of one or more employees involved in work at a work site.

Employee means any person on the payroll of Lethbridge College.

Student means a person who accesses college learner services, has applied to or is enrolled in Lethbridge College, or who is attending Lethbridge College while being registered in a course/program offered by another institution.

Visitor means any person accessing Lethbridge College facilities who is not an employee, volunteer, or contractor.

Volunteer means any person performing an unpaid service for Lethbridge College.

Policy Statements

1. Lethbridge College is committed to providing an inclusive and healthy learning and work environment that nurtures the physical, emotional and mental well-being of all members of the college community.
2. Lethbridge College recognizes that the responsibility for health and safety is shared. All members of the college community are equally responsible to comply with legislative health and safety requirements and minimize accidents within its facilities.
3. Members of the college community are responsible and accountable for working in a manner that will not put themselves or others at the risk of injury, and recognizing that safety takes priority over the time it takes to get a task completed.
4. Established health and safety procedures must be followed by all members of the college community.
5. Lethbridge College reinforces health and safety as an integral part of planning and day to day operations, and strives to identify and eliminate any foreseeable hazards that may result in property damage, accidents, or personal injury/illness. This includes conducting regular inspections of equipment and work areas to ensure they are safe.
6. Lethbridge College has procedures and personnel in place to handle emergency situations. Depending on the emergency, college staff are trained to provide an initial response appropriate to the level of the emergency.
7. Members of the college community will be educated to recognize safety issues in their surroundings and will be empowered to respond to potential safety issues.

A: Policy Supports

Occupational Health and Safety Program Manual (Appendix A)

B: Legislated References

Occupational Health & Safety Act Government of Alberta

C: Supporting Documents

D: Related Policies

Physical Resources

Respectful Campus

Sexual Violence Prevention and Response

Safe Disclosure

Smoking

Board of Governors:

EL General Executive Constraint

EL - 1 Treatment of Students

EL - 2 Treatment of Staff