



2017 Bluewater Occasional Teachers' Annual General Meeting

2016 - 2017 HEALTH & SAFETY REPORT:

RONNI McLELLAND

When you are in a school and have, or notice a health and safety concern, please report it to the Administrator. There is a Worker Concern Flow Chart (AP3804-D) that specifies the steps to follow. This form should be posted in the staff room at all schools.

Report any slips, trips, or falls no matter how minor. It may feel like nothing, but in a few days it could become worse. This way it is documented.

The board will start WHMIS 2015 training. They will begin with custodians, science/tech/art teachers and work their way through all staff.

Reminders:

- Please remember to sign in and out in the Visitors' Log when reporting to, and finishing assignments.
- If an Occasional Teacher Folder is not up to date, please bring it to the Administrator's attention.
- There is a binder kept in the office with pictures of students with behavioural issues. This is available to you if required.

Prepared by
Ronni McLelland
Health & Safety Officer
Bluewater Occasional Teachers' Local



#BluewaterOT



www.bluewater-ot.org