



REPORT TO

GOVERNANCE AND POLICY  
COMMITTEE

## WORKPLACE VIOLENCE POLICY

The fruit of the righteous is a tree of life, but violence takes lives away - *Proverbs 11:30*

## Drafted

August 23, 2024

## Meeting Date

December 3, 2024

Marta Radic, Coordinator, Occupational Health and Safety

Nairi Kazazian, Head of Labour Relations and Occ. Health

Derek Luk, Senior Policy Advisor

Lynda Coulter, Executive Superintendent, Human Resources, Leadership, Equity

## RECOMMENDATION REPORT

**Vision:** *IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope.***Mission:** *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*MULTI-YEAR STRATEGIC PLAN  
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope

Brendan Browne  
Director of EducationAdrian Della Mora  
Associate Director of Academic  
Affairs & Chief Operating OfficerDerek Boyce  
Associate Director of Corporate  
Services and Chief Commercial OfficerRyan Putnam  
Chief Financial Officer and Treasurer

## **A. EXECUTIVE SUMMARY**

To provide the Governance and Policy Committee (GAP) with a proposed updated Workplace Violence Policy, formerly H.M. 37 (Appendix A - Tracked and Appendix B – Clean).

**The cumulative staff time required to prepare this report was 10 hours.**

## **B. PURPOSE**

1. As part of the Occupational Health and Safety Act (OHSA) requirement to review this policy as often as necessary, but at least annually, updates such as an increase in maximum fines to corporations, were identified.

## **C. BACKGROUND**

1. OHSA legislates worker safety resulting from violent incidents from students, co-workers, parents and the general public, and requires the employer to review annually a written workplace violence policy as often as necessary, but at least annually.
2. The policy was first approved in September 2010 and was last amended in October 2023.
3. On October 26, 2023, OHSA was amended such that maximum fines for corporations increased from \$1.5M to \$2.0M.
4. On September 3, 2024 GAP approved review of the policy.

## **D. EVIDENCE/RESEARCH/ANALYSIS**

1. Increased fines for organizations reflect recent amendments to the Occupational Health and Safety Act.
2. The maximum fine for directors and officers under the Act, which had not recently changed, but which had not been referenced in the prior version of this policy is included.
3. Regulation 6 of the policy is amended to more accurately reflect the means by which workers are required to report incidents of workplace violence.
4. This policy has been amended in consultation with various labour partners on the Board's three Multisite Joint Health and Safety Committees.

## **E. METRICS AND ACCOUNTABILITY**

1. There is a requirement under OHSA to review this policy as often as necessary, but at least annually. As such, staff will review this policy in consultation with the three Multisite Joint Health and Safety Committees.
2. Per OHSA requirement the policy will be posted on the Health and Safety Bulletin Board in every school and TCDSB workplace.

## **F. STAFF RECOMMENDATION**

Staff recommends that the revised, Workplace Violence Policy provided in Appendix A (tracked) and Appendix B (clean) be approved.