



Northeastern Catholic District School Board

EMPLOYEE SUPPORT PROGRAM

Policy Number: P-13

**Authority: 10-130/14-125/18-91/21-52/
24-48**

POLICY STATEMENT

The Northeastern Catholic District School Board (NCDSB) is committed to creating and maintaining a healthy workplace. As a witness to God's healing activity in the world, the NCDSB is called to act out of a deepened sense of responsibility for the health and wellness of its employees. The NCDSB believes that both individual and organizational health are important factors affecting the ability of all employees to attend work and to contribute fully to its mission. This strategy combines both prevention and intervention to achieve the goals of personal and workplace wellness.

In order to carry out the NCDSB's mandate, regular attendance by all employees is essential. The Employee Support Program (ESP) is a comprehensive program aimed at positively supporting the health of employees and the organization. The Employee Support Program will be supported by Disability Support, Attendance Support and Wellness Programs.

The Employee Support Program will be delivered in a manner which is consistent with the *Ontario Human Rights Code*, the *Workplace Safety and Insurance Act*, *Employment Standards Act* and the *Municipal Freedom of Information and Protection of Privacy Act*.

REFERENCES

Ontario Human Rights Code

Workplace Safety and Insurance Act

Employment Standards Act

Municipal Freedom of Information and Protection of Privacy Act

NCDSB Policy

E-24 Personal Information Management

NCDSB Administrative Procedure

APP013-1 Absence Reporting

APP013-2 Confidentiality of Medical Records

APP013-3 Disability Support: Early Intervention, Accommodation and Return to Work

APP013-4 Attendance Support

DEFINITIONS

Nil.

POLICY REGULATIONS

- 1.0 The Board will engage in consultations with employee groups in the development of the Employee Support Program.
- 2.0 The inherent dignity of the human person shall be respected and protected at all times when interacting with our employees.
- 3.0 The Board will show compassion for the body, mind and spirit of each employee.