

BOARD POLICY	
Adopted	<i>February 1, 2017 (M17-0020) Revised February 2019</i>
Review Date	<i>As required</i>

RESPECTFUL WORKPLACE

POLICY STATEMENT

The Halton District School Board recognizes the importance of promoting a respectful, positive, and healthy workplace that preserves the dignity of all members of the Board's community and creates a culture that supports physical, emotional, and social well-being. The Board believes it is the collective responsibility of all employees to foster an environment of mutual respect.

A Respectful Workplace is one that values diversity and inclusion, dignity of the person, courteous conduct, mutual respect, fairness and equality, positive communication between people and collaborative working relationships.

INTENT STATEMENT

The Halton District School Board recognizes the importance of promoting a respectful, positive, and healthy workplace that preserves the dignity of all members of the Board's community and creates a culture that supports physical, emotional, and social well-being. The Board believes it is the collective responsibility of all employees to foster an environment of mutual respect.

A Respectful Workplace is one that values diversity and inclusion, dignity of the person, courteous conduct, mutual respect, fairness and equality, positive communication between people and collaborative working relationships.

PRINCIPLES

- The Halton District School Board strives to create a respectful and inclusive workplace that values and appreciates the diversity and contributions of all its employees.
- A respectful workplace enhances the well-being of employees, improves job performance and inspires collaboration, all of which result in better service to students and the public.
- All employees of the Halton District School Board share in the collective responsibility to promote a respectful workplace, address incidents of disrespectful conduct when they occur, and participate in processes under this policy.
- All employees are responsible for modeling respectful conduct and are accountable for appropriate intervention when disrespectful conduct is occurring.
- Early intervention and non-adversarial approaches to managing workplace conflict and/or disrespectful conduct are intended to prevent escalation.

Legal References

Occupational Health and Safety Act
Ontario Human Rights Code
Ontarians with Disabilities Act

Board References

Administrative Procedures: Workplace Violence, Health and Safety; Respectful Workplace Free of Discrimination and Harassment
Board Policies: Employment Equity, Equity and Inclusive Education

Resource Support

Executive Officer, Human Resources