

3200 Attendance Support, Health and Wellness Program

Policy 3200

STATUS: APPROVED

ATTENDANCE SUPPORT, HEALTH AND WELLNESS PROGRAM

Adopted: April 14, 2004

Last Revised: June 19, 2013; Sept 23, 2015

Description:

The Board of Education believes in the support and promotion of employee wellness, and believes that employees should have access to services, aimed at achieving this goal.

The Board wishes to support all District employees to achieve their best in the workplace. They want to promote a strong attendance culture within our organization and maximize the engagement of our employees at work.

The Board also believes that within the limits of its resources, the provision of an Employee and Family Assistance Program can be an effective way of promoting wellness.

The Board further views wellness as the optimal state of health and well being.

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Recognizing the importance of employee wellness, SD 59 has developed a Health and Wellness support initiative that promotes a holistic commitment to key areas: attendance support, disability management and wellness initiatives.

Attendance Support:

- The Attendance Support Program is designed to manage attendance proactively and consistently by recognizing good attendance and helping those who are having difficulty achieving an acceptable attendance level.

Joint Health and Safety Committees:

- Established Joint Health and Safety Committees are in place in each workplace to deal with employees concerns and safety.

Joint Early Intervention Services (JEIS):

- A joint program for all support staff in the school district where an independent party (benefit provider) contacts employees after a period of sick leave absence to offer assistance and to inquire on a return to work date.

Return to Work Program:

- In addition to our usual work with staff on the JEIS program and WorkSafe BC, we have a SafeWork Plan for returning employees that should result in safer work performance.

Wellness Health Incentive Program (WHIP):

- To create a physically and mentally healthy workplace.
- To improve workplace and employee productivity. Healthy employees work better, longer, and are sick less and/or for shorter duration, handle stress better etc.
- To improve cross program communication and build natural integrated work site team attitude and approach to issues where we all help each other in executing our duties and functions.
- To recognize stellar employee attendance by awarding points to regular employees who do not use sick leave in a month.

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BCTF Health and Wellness Program (previously called BCTF Rehab Program):

- Ongoing partnership with BCTF and local provider to encourage voluntary participation by teachers in this program – provides for various types of assistance to teachers attempting to return to work after an illness or to provide assistance to teachers struggling to remain at work while dealing with an illness.

Living with Balance (BCTF Program):

- new program – 6 week program for teachers – a 12 hour group workshop which typically meets once a week for 2 hours – provides practical skills and strategies to attain goals toward work-life balance.

Employee Family Assistance Program (EFAP):

- The Board will develop and maintain in consultation with its employee groups, an Employee and Family Assistance Program (EFAP). The EFAP will provide both counseling and educational support to employees.
- Counselling services will be provided within program parameters determined by the District. Services provided by the EFAP will be in such areas as personal problems, illness (physical or mental), emotional problems, stress, family, marital, or other problems such as substance abuse.
- The services of the EFAP will also include educational services, such as workshops or seminars in such areas as financial planning, stress management.
- An employee, wishing to discuss a personal problem may contact the EFAP provider to arrange an appointment. A third party, or family member may also make contact on behalf of the employee with the service provider, with the permission of the employee.
- All contacts and discussions pertaining to personal problems will be strictly confidential and information related to the employees involvement with the EFAP will not be shared with other parties including unions, management and Trustees.
- The method of intervention and the resources to be used are agreed upon between the employee and the EFAP counselor
- The Occupational Health and Safety Committee will from time to time, provide recommendations to the District with regard to the EFAP.