



System Review Notice

Background Information

Board policy BP 7240-D “Psychological Health and Safety Management System” was reviewed by the Policy Standing Committee at their October 18, 2022, meeting and approved for system review as part of the cyclical review process.

In addition to housekeeping revisions, the policy now governs administrative procedure AP 7241-D “Disconnecting from Work”.

Board policy BP 7240-D is attached and can also be found on the board website (www.bwdsb.on.ca → About Us → Policies and Procedures → [Policies Under Review](#)).

Please note the following as it pertains to edits within documents for review:

- information that is being added is highlighted in yellow
- information that is being removed is ~~highlighted in yellow with a strike-out~~

Feedback

Feedback must be forwarded to Corporate Services **to the attention of Crystal Myles** (crystal_myles@bwdsb.on.ca) **by December 23, 2022**. Your attention to this timeline is appreciated and will ensure that your feedback is included when the policy is referred back to the Policy Standing Committee for final review.

Questions to Consider

When you are preparing your feedback, please consider the following questions:

- Are there any obstacles that might be encountered due to this policy?
- Would you be able to easily follow the processes outlined in this policy?
- Can you identify any gaps in the information provided?

Thank You.

Crystal Myles | Corporate Services Officer
Bluewater District School Board | Box 190 - 351 1st Ave N
Chesley ON N0G1L0 | 519-363-2014 ext. 2064
Crystal_Myles@bwdsb.on.ca | www.bwdsb.on.ca
[@BluewaterDSB](#) on [Facebook](#) | [Twitter](#) | [YouTube](#) | [Instagram](#)
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Policy Title	Psychological Health and Safety Management System		
Date of Issue	February 17, 2015	Related Procedure	AP 7240-D; AP 7241-D
Revision Dates		Related Forms	
Review Date	February 1, 2020	Originator	Board of Trustees
References			
Bluewater District School Board Strategic Plan; Employee Assistance Plan; AP 7515-D “Staff Communications Guidelines - Problem-Solving”, BP/AP 2311-D “E-Mail Acceptable Use”; BP/AP 2312-D “Network Resources - Limited Personal Use”; BP/AP 7520-D “Human Rights”; AP 7520-D “Prevention and Resolution of Harassment, Discrimination, Objectionable Behaviour and Human Rights Violations” Workplace Harassment”; BP/AP 7523-D “Workplace Violence”; Employment Standards Act			

1.0 RATIONALE

- 1.1 Bluewater District School Board policies will support and provide the direction necessary to achieve the board’s Vision, Mission and Strategic Plan priorities.
- 1.2 Bluewater District School Board recognizes that a whole board approach is necessary to promote a safe, inclusive, and accepting system that creates a positive system and school climate.
- 1.3 Safety extends beyond freedom from violence and physical harm to emotional well-being, mutual respect, and a sense of security.

2.0 POLICY

Bluewater District School Board is committed to providing a psychologically safe and healthy work environment that promotes the well-being of all staff while preventing negligent, reckless, or intentional harm to the mental health of employees.

3.0 SYSTEM EXPECTATIONS

- 3.1 This policy governs a whole system approach to employee psychological health and safety management. The Psychological Health and Safety Management System intends to ensure that all other board policies and administrative procedures that impact employee psychological health and safety are maintained and/or created with the whole system approach in mind.
- 3.2 Examples of programs and/or policies/procedures that would fall under this umbrella include, but are not limited to, would be the board's Employee and Family Assistance Plan, AP 7241-D “Disconnecting from Work”, AP 7515-D “Staff Communications Guidelines - Problem-Solving”, BP/AP 2311-D “E-Mail – Acceptable Use (Employee)”, BP/AP 2312-D “Network Resources - Limited Personal Use”, BP/AP 7520-D “Human Rights”, AP 7520-D “Prevention and Resolution of Harassment, Discrimination, Objectionable Behaviour and Human Rights Violations” Workplace Harassment”, and BP/AP 7523-D “Workplace Violence”.