

# ADMINISTRATIVE REGULATIONS

**TITLE:** STAFF HEALTH AND COMMUNICABLE DISEASES  
**CATEGORY:** HEALTH AND SAFETY  
**NUMBER:** 3100

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## I. Rationale

Ensuring the health and welfare of staff and students is of primary importance to the operations of the school district. A Communicable Disease Plan will be maintained and available on the school district web site. The school district will follow advice as it becomes available from the Ministry of Education, BC Centre for Disease Control (BCCDC), Worksafe BC and Vancouver Coastal Health (VCH).

Health concerns of school staff which impact their ability to work will be addressed through the employee's principal or supervisor and the Human Resources Department.

## II. Employees with Medical Concerns

- a. When the symptoms of illness become sufficient to make attendance or performance at work unsafe, the normal procedures for dealing with employee sickness shall be used.
- b. The employee's personal physician shall be responsible for evaluating the employee's health. The Human Resources department may request written confirmation from the employee's physician.
- c. When a school or district official becomes aware that an employee has any health concern, information shall be kept confidential.
- d. An employee with a medical condition shall not be restricted from working solely on the basis of the diagnosis and shall not be removed from employment unless the attending physician and/or Medical Health Officer advise otherwise.
- e. An employee who has been excluded from the workplace on the advice of the personal physician and/or the Medical Health Officer shall not re-enter it without written permission of the personal physical and/or Medical Health Officer, in consultation with the Human Resources department.

## III. Students with Medical Concerns

- a. Personnel involved in the care and education of students with a medical concern shall respect the student's right to privacy, including maintaining confidential records.
- b. The number of personnel who are made aware of the student's condition shall be kept at the minimum needed to assure proper care of the child.
- c. All decisions shall be made in consultation with the student's health care team, the parent(s) or guardian(s), school and school district personnel. Public Health personnel may be consulted as part of this process for best practice.

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## IV. Disease Prevention

- a. School District personnel will follow the universal precautions as outlined by the district Communicable Disease Plan, in addition to Vancouver Coastal Health, Worksafe BC, Ministry of Education, and the BC Centre for Disease Control as appropriate.

## V. Disinfection of Soiled Objects and Surface

- a. Staff will follow the Safe Work Practices written for custodial work.

## VI. Contact with Blood and/or Bodily Fluids

- a. It is important that staff not contact directly blood or bodily fluids. Follow Safe Work Practices for custodial work.

## VII. Scientific Use

- a. Human tissue and body fluids shall not be used for scientific experiments (for example, Science class lab assignments).
- b. Other safe instructional procedures such as commercially prepared slides shall be used.

## VIII. First Aid

- a. In an emergency situation, first aid shall be administered.
- b. First Aid personnel will use best practice as per the level of their training to ensure their own personal safety and that of the injured party.

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References: Vancouver Coastal Health: Infection, Prevention and Control: <http://ipac.vch.ca/>  
Vancouver Coastal Health: Sneezes and Diseases: <https://sneezesdiseases.com/resource/sneezes-diseases>