

**NLSchools** refers to all public K-12 English schools and school related facilities under the jurisdiction of the Department of Education, Education Operations Branch and all employees working therein providing services and supports to such schools, including those who work in the areas of school facilities, student transportation, program implementation, student services, and procurement.

## **Disability Management Policy Statement**

NLSchools, through its disability management program, is committed to promoting employee health and recovery from both work-related and non-work-related disabilities (injury or illness) through early intervention and active case management.

The disability management program is cooperative, consistent and follows the priorities outlined in [WorkplaceNL's Hierarchy of Return to Work and Accommodation Policy](#), in accordance with Sections 89 and 89.1 of the [Workplace Health, Safety and Compensation Act](#). NLSchools will make every reasonable effort to accommodate its employees, in accordance with WorkplaceNL's re-employment obligation, the [Human Rights Act, 2010](#), and NLSchools policy.

An injury reporting system is posted throughout NLSchools so that all employees are aware of the process to follow in the event of an injury or illness.

A critical component of the disability management program is that the employee is involved in all aspects of return to work planning. All members of the organization including supervisors, co-workers, and the union are responsible for actively participating and cooperating in the return to work process when required. Where necessary, NLSchools will seek input and advice from WorkplaceNL, and other parties involved in the return to work process.

Any personal information received or collected that can lead to the identification of an employee will be held in the strictest confidence. Information of a personal nature will be released only if required by law or with the approval of the employee who will specify the nature of the information to be released and to whom it can be released.

The disability management program has been developed for and is available to all employees of NLSchools. The return to work process does not, in any way, jeopardize the health and safety of individuals.

This statement will be reviewed at least annually and may be updated or changed as required.