

YOUR RIGHTS: COVID-19 Vaccine Status

The TDSB is instituting a policy relating to employee vaccination status and COVID-19. Although its policy remains in development at this time, the TDSB is requiring disclosure of employee COVID-19 vaccination status. Members objecting to the TDSB's requirements have a number of available options.

1. Human Rights and Harassment Complaint

The TDSB is required by law to provide a workplace free from discrimination and harassment. You may contact its Human Rights Office or lodge a harassment and human rights complaint.

To lodge a complaint, you may fill out form 515, "Workplace Harassment and Human Rights – Incident Reporting Form". The complaint form can be found here:

<http://ppf.tdsb.on.ca/uploads/files/live/95/2084.pdf>

You may email the completed complaint to HumanRightsOffice@tdsb.on.ca or place it in a sealed envelope marked "PRIVATE AND CONFIDENTIAL" and send it to the Human Rights Office, Toronto District School Board, 5050 Yonge Street, 4th Floor, Toronto, M2N 5N8. Maintain a copy for your records.

The TDSB has published policies and operational procedures relating to discrimination and harassment, which you may review here:

- Workplace Harassment Prevention for Non-Human-Rights-Code Harassment, Policy P034 (<http://ppf.tdsb.on.ca/uploads/files/live/53/197.pdf>)
- Discrimination and harassment on the basis of a protected ground under the Human Rights Code, Policy P031 (<http://ppf.tdsb.on.ca/uploads/files/live/53/195.pdf>)
- Workplace Harassment Prevention and Human Rights, Procedure PR515 (<http://ppf.tdsb.on.ca/uploads/files/live/100/238.pdf>)

If you have questions about this process or need assistance, please contact your Union representative.

2. Health and Safety Concern Incident Form

The TDSB is required to provide a safe working environment. To report a health and safety issue, fill out a Health and Safety Concern Incident Form, found here (login in required):

[https://mytdsb02.tdsb.on.ca/+CSCO+0h756767633A2F2F6771666F6A726F2E6771666F2E62612E706E+ /Portals/ES_Health_Safety/docs/A08\(HS%20Concern%20Near%20Miss%20Form%202021%2002%2002-Final\)ir.1479.pdf?ver=2021-02-03-151117-450](https://mytdsb02.tdsb.on.ca/+CSCO+0h756767633A2F2F6771666F6A726F2E6771666F2E62612E706E+ /Portals/ES_Health_Safety/docs/A08(HS%20Concern%20Near%20Miss%20Form%202021%2002%2002-Final)ir.1479.pdf?ver=2021-02-03-151117-450)

Maintain a copy for your records. Please also advise your Union health and safety representative.

3. Work Refusal

The *Occupational Health and Safety Act* gives a worker the right to refuse work they believe to be unsafe.

The *Occupational Health and Safety Act* sets out a specific procedure that must be followed in any work refusal. It is important that workers understand the procedure for a lawful work refusal. It is described here:

<https://www.ontario.ca/document/guide-occupational-health-and-safety-act/part-v-right-refuse-or-stop-work-where-health-and-safety-danger>

If you have questions about this process or need assistance, please contact your Union health and safety representative.

4. Employee Report of Accident or Injury form

To report a workplace-related illness or injury, complete and submit the Employee's Report of Accident/Injury (ERA) form within 48 business hours of the incident. The Employee Report of Accident Injury form is found here:

<https://mytdsb02.tdsb.on.ca/+CSCO+0h756767633A2F2F6771666F6A726F2E6771666F2E62612E706E+/LinkClick.aspx?fileticket=fJCIRgH4T-A%3d&portalid=13>

Maintain a copy for your records. If you have questions about this process or need assistance, please contact your Union representative.