

## Healthy Workplace: A CASE Initiative

December, 2004

### Our System Commitment – Dr. Spence, Director of Education

We all want to be someone who is excited about being at work and contributing to our students' success. High morale will take us a long way towards that goal. We also want to be a Board of choice for current and future employees. Improved morale contributes in a big way to our ability to retain and recruit employees.

We now have the *CASE Program* – short for Care and Support of Employees. A critical program component is the creation of the new **Healthy Workplace Committee**, made up of representatives from employee groups. Everything we do in this area and every other area of our Board needs to circle back to student success. As a strong and vital team of employees, we can do great things! Let's get started. Please look forward to further communications from the Healthy Workplace Committee.

For our students,  
*Chris Spence*

### Introducing “Healthy Workplace”

The Hamilton-Wentworth District School Board's new Healthy Workplace Committee was established in August of this year as a component of CASE (Care and Support of Employees initiative). Members of employee groups across our system are participating on the Committee to represent your needs in establishing and sustaining a healthy workplace. As such, the Committee is responsible for the creation of a Healthy Workplace System Improvement Plan that reflects the Canadian Healthy Workplace Criteria (developed by NQI and Health Canada), and considers three key elements of a healthy workplace: 1) the physical environment; 2) health practices; and 3) social environment and personal resources. The mandate of the Committee will include:

- ❖ communicating with, and sharing feedback from, representative stakeholder groups;
- ❖ identifying the wellness and health issues that are important to employees;
- ❖ determining relevant healthy workplace goals, objectives, and priorities;
- ❖ identifying successful healthy workplace initiatives and programs (both internal and external);
- ❖ determining relevant strategies based upon goals, objectives, priorities, and best practice;
- ❖ assessing the Board's wellness and health programs and resources available to staff; and
- ❖ encouraging employee participation in healthy workplace initiatives.

The Healthy Workplace System Improvement Plan, with recommendations, will be forwarded to Executive Council for feedback, approval, and implementation. The Committee will meet monthly until the strategic plan is established, and quarterly afterwards.

### What is NQI?

The National Quality Institute (NQI) is an independent, not-for-profit organization committed to enhancing Canada's national well-being and global leadership through the adoption of management principles and practices that reinforce and sustain excellence and healthy workplace environments in all sectors of our economy. The *Canadian Healthy Workplace Criteria* were developed by NQI in partnership with Health Canada. Research and knowledge of the success factors which contribute to employee wellbeing in the workplace, as well as practical experience and outcomes of successful organizations, serve as the foundation for the design of the criteria.

## What Is Next for the Healthy Workplace Committee?

We are striving for a regular, ongoing communication and open opportunities for all staff to provide input around healthy workplace initiatives. We have generated a comprehensive communication plan in order to keep you informed. Throughout the next three months:

- ❖ the committee will be working with NQI to develop a further understanding of how we can develop a healthy workplace;
- ❖ principals, managers, and supervisors will receive further information on NQI and The Hamilton-Wentworth District School Board's Healthy Workplace commitment; and
- ❖ staff will have an opportunity to complete an NQI Audit that will help to develop our Strategic Plan around a healthy workplace.

We encourage you to contact your representative for additional information.

### Committee Members

The following committee members are your Healthy Workplace contacts:

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