

Faculty of Education Student Information

GENERAL:

Reference Risk and Safety Services Web Page for information on:
Insurance, Risk Management, Safety and department contacts
<http://www.uleth.ca/risk-and-safety-services/>

WORKERS COMPENSATION COVERAGE:

Worker's Compensation is a type of insurance which covers any accident that arises out of, or occurs in the course of employment. Students registered in a post-secondary school are considered to be workers of the Government of Alberta while they are attending and participating in a work-experience program or the practical experience part of a work related program.

When to Report: If involved in an accident at work that results in an injury, damage to personal property (e.g. Glasses) or requires a visit to a medical practitioner such as a chiropractor or physician. Reporting must be done as soon as possible as the University must meet a 72 hour reporting requirement.

Where to Report: Reporting may be done through "Campus Accident Incident Report" **CAIR**

ACCIDENT/INCIDENT REPORTING:

Any accident/ injury in relation to a University program and/or activity must be reported via on line form **CAIR** found on Risk and Safety Website and is a searchable parameter on the .uleth pages
<http://www.uleth.ca/risk-and-safety-services/node/add/cair>

DRIVING FOR UNIVERSITY BUSINESS:

Driver Agreement to be completed by all who are driving for any university related business which includes driving in relation to course activities.

- For driving own vehicle and transporting other education students:
 - Must carry \$1,000,000 minimum liability limit
 - In relation to the practical component it is prohibited to use a private passenger vehicle to transport school aged children, other teachers, staff or parents
- If renting a vehicle:
 - Always insure insurance is in place with the agency if no other insurance is transferrable, if unsure take out the agency insurance
 - Ensure the rental contract indicates University business/business use somewhere on it

WAIVER:

New Pilot project where students complete it on-line during registration process

It is a legal document that is retained for a minimum 10 year period

It is signed electronically by all students prior to any participation in off campus course related activities.

SAFETY:

The University of Lethbridge considers health and safety to be a priority and is committed to providing a safe and healthy work and study environment for the entire University community.

Hazard Assessment: Hazard identification and assessment is a fundamental component of ensuring a safe and healthy workplace. The Alberta OHS Code sets out requirements for hazard assessment, elimination and control. Identification of existing and potential hazards at a worksite must be completed before work begins at the worksite or prior to the construction of a new worksite. Students should consult with their placement agency regarding a site specific hazard assessment and should make efforts to understand working alone and emergency procedures.