



GENERAL: Reference Campus Safety Web Page for information relating to:
Insurance, Risk Management, Safety, Emergency Management & Security Services
<https://www.uleth.ca/campus-safety>

ACCIDENT/INCIDENT REPORTING & WORKERS COMPENSATION COVERAGE:

Any accident/ injury in relation to a University program and/or activity must be reported via on line form.

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 or requires a visit to a medical practitioner. UofL must report to WCB within 72 hours.

Where to Report:

Reporting may be done through the Campus Safety (On-line) Safety or Security Incident Report Portal found on the Campus Safety Webpage.

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 & INFORMED CONSENT

Students complete it on-line during registration process and also due to COVID 19 a new document is also administered through DocuSign to address the current state of emergency in the Province of AB and steps students must take to protect themselves and others.

These are legal documents and are retained by the University in relation to the course activity. Both documents are signed electronically by all students prior to participation in any 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, emergency procedures and COVID19 controls/PPE.