

To: ETFO Thames Valley Teacher Local Members
From: Craig Smith, President, ETFO Thames Valley Teacher Local (ETFO TVTL)
Date: September 29, 2023
Regarding: **Weekly Update (4)**

Current Collective Agreement language, provisions, and past practices are subject to a statutory freeze during the period of central and local collective bargaining bargaining (**Labour Relations Act, 1995, Section 86, Subsection 1**). Violations of the collective agreement must be reported immediately to the ETFO Local office (519-474-3150).

Concussion Protocols Policies and Procedures

Teachers are committed to helping all students succeed and live safe, healthy, and active lives. Only a doctor or nurse can diagnose a concussion. Teachers have a role to play in identifying a suspected concussion. This can be done utilizing the "Tool to Identify a Suspected Concussion".

Please find attached a link to:

- the "Student Concussion Protocol Procedure (Nov 9/2020)" and
- the "Student Concussion Protocol Policy (Dec 15/2020)" and

The Procedure has links embedded within it to the "tool" as well as other documentation.

Two (2) flow charts have also been attached to this communication. The first is a flow chart outlining the steps and responsibilities toward identifying a suspected concussion.

The second flow chart outlines steps and responsibilities after a diagnosed concussion.

Teachers are reminded of the following:

Collective Agreement Article L18.00 - Medical Procedures - Pupils

L18.01 The Board shall not require any Teacher to administer medication or perform any medical or physical procedure on any pupil that might in any way endanger the safety of the pupil or subject the Teacher to the risk of injury or liability for negligence.

L18.02 It shall not be part of the duties and responsibilities of a Teacher to examine pupils for communicable conditions or diseases or to diagnose such conditions or diseases.

Helpful Reminders

All Teachers are reminded of the following:

- The Annual Learning Plan (ALP) provides a vehicle for experienced Teachers' professional learning both during the appraisal year and in the years between appraisals. Developing and maintaining an ALP provides Teachers and Principals with an opportunity to collaborate and to engage in meaningful discussions of Teachers' performance and growth strategies. The updating of an ALP also provides the opportunity for Teachers to reflect on their professional learning and growth each year. All experienced Teachers **must** submit an ALP (usually by the end of October). A meeting

regarding the ALP **is** required for Teachers in an evaluation year (at the scheduled pre or post observation meeting). A meeting **is not** required for experienced Teachers in a non-evaluation year.

- Preparation time shall be used for professional activities, as determined by the Teacher, during the instructional day. It is understood that preparation time shall be free from supervisory, teaching, or other assigned duties. Missed preparation time must be paid back as per CA Article L17.04 (e). Teachers cannot be directed by Administration or other OTF members to participate in meetings, activities, or initiatives.

Questions? Need more information? Call the ETFO Thames Valley Teacher Local Office (519-474-3150). We are here to help.

Upcoming Events

- September 29 Take Back the Night - Victoria Park, London
- October 3 Pregnancy and Parental Leave Workshop
- October 5 All-Member Meeting/Strike Votes – Budweiser Gardens
- October 17 New Teacher TPA Workshop
- October 30 Retirement Planning Workshop
- November 1 Experienced Teacher TPA Workshop
- November 15 ETFO TVTL General Meeting – Hellenic Centre

Communication Protocol

Teachers are reminded that the **Communication Protocol** remains in effect, **from** Friday, September 29 at 6:00 p.m. **until** Sunday, October 1 at 6:00 p.m.

The Board's **Disconnecting from Work Employee Procedure** came into effect on Thursday, June 2 in compliance with the **Working for Workers Act, 2021**.

Violations of the **Communication Protocol** and the **TVDSB Disconnecting from Work Procedure** must be reported to the Local office immediately.

Duty of the Local

- Defend the **Collective Agreement** and the rights of Teachers under it.
- Ensure that the provisions of the **Occupational Health and Safety Act** are enforced.
- Bring to the attention of TVDSB ongoing Teacher concerns, with the expectation that these concerns will be taken seriously and resolved quickly.
- Communicate with Teachers in a clear, concise, and timely manner.

Thank you for all you do. Enjoy the weekend.

For more information regarding this *Communiqué* please contact the Local office by phone at 519-474-3150, or by email at etfotvtl@etfothamesvalley.com