



Attendance Support

Date: 2010 06 22 / 2014 03 25 / 2022 05 31

Policy Statement

The St. Clair Catholic District School Board expects regular and consistent work attendance by all employees. This is integral to the delivery of quality educational programs and to the service operations of the Board. The St. Clair Catholic District School Board is committed to supporting the health and well-being of its employees and when regular attendance has been compromised employees will be supported in improving and maintaining their attendance. The Attendance Support Program is a non-disciplinary process.

Attendance support focuses on individuals whose absence is beyond their control due to various medically identifiable conditions. The program is intended to help the employee manage a medical condition so as to improve attendance. However, in some situations even with accommodation, the employment relationship may be frustrated by the employee's inability to attend work on a regular and consistent basis. Situations involving occupational injury (approved Workplace Safety and Insurance Board claims) and Long-Term Disability are not subject to the attendance support process.

Policy Goals

1. Provide a consistent and standardized attendance support program for all employees.
2. Apply proactive and preventative wellness strategies that support healthy and productive employment.
3. Support employees when their absence rates exceed a just and equitable threshold with the ultimate goal to return to regular, consistent and sustained work attendance of the employee within normal parameters.
4. Facilitate return to work programs where applicable for employees who have been absent from work due to illness or disability.