

Hauraki Primary School

Policy Document

Rehabilitation

Rationale:

Hauraki School is committed to providing a working environment that is safe and healthy for employees.

Purpose:

- To return injured or ill employees to their pre-injury or pre-illness position.

Guidelines:

1. The rehabilitation process requires communication between the treating medical practitioner, and employee, with the Principal and delegated staff member.
2. Where an employee's injury or illness precludes immediate return to their pre-injury or pre-illness duties, suitable duties consistent with medical opinion will be provided where possible and if appropriate.
3. Where it is not possible to return to pre-injury or pre-illness duties at all because of the disability sustained, every effort will be made to place employees into constructive work within Hauraki School consistent with their skills and ability.
4. Participation in a rehabilitation programme will not itself prejudice an injured or ill employee in either job security or promotion.
5. All documentation regarding the process will be treated confidentially.
6. The principal and health and safety representatives will be responsible for the monitoring of individual rehabilitation programmes. An Individual Rehabilitation Plan, stored in the Hauraki School Health and Safety Folder, is to be completed.

Signed: _____

BRENDON CLARK

Date: 1 APR 2019

Chairperson Board of Trustees:

Review Date: TERM 2 2022