



Staff related (HR) Policies- Sign Off Sheet

Policy #	Policy Name	Initial
SECTION 7 - HUMAN RESOURCES		
7.1	Joining the Umbrella	
SECTION 8 - POLICIES REQUIRED BY THE MINISTRY OF LABOUR		
8.1	Health and Safety	
	8.1.1 Health and Safety Policy Statement	
	8.1.2 Roles and Responsibilities	
	8.1.3 Joint Health and Safety Committee	
	8.1.4 Workplace Inspections	
	8.1.5 Incident Reporting and Investigations	
8.2	8.2.1 Accessibility for Ontarians with Disabilities (AODA)	
	8.2.2 Individual Accommodation Plan	
8.3	Workplace Violence and Anti-Harassment	
SECTION 9 - POLICIES REQUIRED BY THE MINISTRY OF EDUCATION		
9.1	Criminal Reference Check Policy	
9.2	Monitoring and Observations	
9.3	Registration with the College of Early Childhood Educators	
9.4	Standard First Aid	
9.5	Staff Training and Development	
9.6	Supervision of Volunteers and Students	
9.7	Program Statement Implementation	
SECTION 10 - UFCC EMPLOYMENT POLICIES		
10.01	Acceptable Computer Use	
10.02	Attendance	
10.03	Employee Dress Code	
10.04	Personal Cell Phone Use	
10.05	Progressive Discipline	
10.06	Respect for Confidentiality	

10.07	Fitness for Duty	
10.08	Apprenticeship Lending Program	
10.09	Healthy Workplace Policy	
10.10	Tablet Policy	
10.11	Right to Disconnect Policy	
10.12	Workplace Monitoring Policy	
10.13	Conflict of Interest Policy	
STATEMENT OF UNDERSTANDING		
By signing below, I indicate that I have read and understand the policies noted above.		

Printed Name:
Signature:
Date:
Supervisor Name:
Supervisor Signature:
Date: