

Joint Health and Safety Taskforce Bulletin

June 17, 2025

Employers, unions, and workers in the K-12 public education sector are committed to workplace safety and the prevention of workplace violence. A vital part of violence prevention is ensuring that school districts develop, maintain, and communicate effective Individual Safe Work Instructions (ISWI). ISWIs provide specific and detailed guidance to workers on potential risks, and how to safely interact or work with students whose behaviour or care needs may pose an ongoing risk to workers.

Best Practices for Individual Safe Work Instructions (ISWIs)

To support school districts in this important work, the Joint Health and Safety Taskforce has developed a new resource, *Best Practices for Individual Safe Work Instructions (ISWIs) in K-12 Education*, for developing, maintaining, and sharing Individual Safe Work Instructions. Which includes the following:

1. Collaborative development
2. Dedicated internal collaboration time
3. Identify and assess the risk
4. Identify, assess, and implement risk prevention and mitigation strategies
5. Ensure the ISWI is clear, comprehensive and consistent
6. Education, training and professional development
7. Document and communicate ISWIs
8. Monitor and evaluate effectiveness
9. Regularly review and update ISWIs
10. Maintain confidentiality

Accessing the *Best Practices for Individual Safe Work Instructions (ISWIs) in K-12 Education*

A copy of *Best Practices for Individual Safe Work Instructions (ISWIs) in K-12 Education* is attached, available in [BCPSEA's Sector Portal](#), [BCPSEA website](#), and on the [CUPE K-12 website](#). The Workplace Violence Prevention Toolkit and its associated training resources are also available on [BCPSEA's website](#), including an ISWI template and its associated instructional video.

Next Steps

All school districts and locals are encouraged to review these best practices, share them broadly, and implement them to ensure ISWIs are effective in preventing workplace violence and mitigating the risks associated with students whose behaviour or care needs may pose an ongoing risk to workers.

On behalf of the K-12 Presidents Council and the BC Public School Employers' Association, the Joint Health, and Safety Taskforce thanks you for the important work you do to keep our schools safe.

British Columbia Public School Employers' Association

Mary Campbell, SD No. 36 (Surrey)
Surrena Craig, SD No. 6 (Rocky Mountain)
Christine Merner, SD No. 62 (Sooke)
Candice Roffe, BCPSEA
Marne Jensen (resource), BCPSEA

K-12 Presidents' Council and Support Staff Unions

Daun Frederickson, CUPE Local 1091
Paul Simpson, CUPE Local 379
Kirsten Daub, CUPE BC K-12
Tom McKenna (resource), CUPE National

For questions about the Joint health and Safety Taskforce, please contact Candice Roffe at Candicer@bcpssea.bc.ca or Kirsten Daub at kdaub@cupe.ca.