

## **INSURANCE MANAGEMENT**

### **Background**

It is the practice of the District to arrange for adequate insurance coverage for the District's buildings and grounds, for its employees and students, and for any liabilities that the District or its employees, may have under applicable laws.

### **Procedures**

1. It is the task of the Secretary-Treasurer, under the general authority of the Superintendent and working with other members of the administration, to ensure that proper coverage is maintained and that insurance policies are in order at all times. Periodically, the Secretary-Treasurer, will review the District's entire insurance package and will explore ways to obtain the best possible coverage on terms most advantageous to the District.

Reference: Sections 22, 23, 65, 74, 84, 85, 95 School Act  
School Regulation 265/89  
Occupational Health and Safety Regulation  
Order in Council 1390/87  
Collective Agreements

Adopted: September 1994  
Revised: January 1999; September 24, 2018