

FRANKSTON SPECIAL DEVELOPMENTAL SCHOOL RETURN TO WORK POLICY

Rationale:

Frankston SDS is committed to providing a safe and healthy workplace for all employees, students and visitors.

Implementation:

- Ensuring that the occupational rehabilitation process is commenced as soon as possible after an injury in a manner consistent with medical judgement.
- Ensuring that injured employees stay at work or return to work as soon as possible, as per normal practice and expectation.
- Providing appropriate duties, where practicable, for an injured employee as an integral part of the rehabilitation process.
- Ensuring that if appropriate duties cannot be provided at the employee's workplace, attempts will be made to provide these duties at another location.
- Consulting with employees, and other relevant persons, during the development and implementation of the Return to Work plan to ensure effective operation of the rehabilitation processes.
- Ensuring that participation in a Return to Work programme will not, in itself, prejudice an injured worker.

Return to Work Co-ordinator:

This person is responsible for ensuring that occupational rehabilitation programmes are implemented and that Return to Work plans are effective.

The Return to Work Co-ordinator in this school is:

Scott Tucker

External Rehabilitation Provider:

The following approved providers are available to assist in the Return to Work of an employee following injury where external rehabilitation services are deemed necessary.

For stress claims – Higher Solutions 9415 6970
For all other injuries – Work Solutions 9417 7233

Evaluation:

- This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified by School Council in....

November 2008