

POLICIES, GUIDELINES AND PROCEDURES

SUBJECT	N.E.P.N. CODE
INDOOR AIR QUALITY: RESPONDING TO CONCERNS ABOUT SCENTED PRODUCTS	EBBC

I. POLICY

The Louis Riel School Division recognizes that various factors may affect its learning environments and workplaces, including but not limited to products whose scents may cause discomfort or health concerns for students, staff, and other visitors within those environments.

The Division believes that inclusive environments take all reasonable measures to accommodate individual needs. The Division further believes that both the Division and its schools have a unique potential to promote the development of empathy in children and young people and to advance community understanding of factors that challenge inclusive environments.

Accordingly, this policy's **GUIDELINES** and **PROCEDURES** support all reasonable efforts to alleviate any potential negative impact of scented products in the Division's schools and workplaces.

II. GUIDELINES

- A. These Guidelines shall apply within all Divisional learning environments and workplaces.
- B. Persons with concerns about the use of scented products in the Division shall respect principles of responsible and professional communication by conveying those concerns directly to the appropriate parties, as described in Policy GBEB – Divisional Standards for Employee Conduct, [Appendix A](#) – Guidelines for Collegial Resolution of Concerns in the Louis Riel School Division.
- C. The Principal or designated supervisor shall have the authority and responsibility to resolve concerns about scented products.
- D. The Division shall be guided by available information from the following community agencies to implement responses to concerns about scented products: Manitoba Health, Canadian Lung Association, Workplace Safety and Health.

III. PROCEDURES

- A. The Superintendent of Schools (or designate) shall have the authority to define communication and protocols that promote appropriate responses to concerns about scented products in learning environments and workplaces (see [Scent Aware Poster](#) - Louis Riel School Division).

Adopted:	December 7, 2010	Legal References:
Revised:	February 5, 2019	
Reaffirmed:	April 6, 2021	