



HEARTLAND LAKES COMMUNITY SCHOOL EXISTS TO EMPOWER SCHOLARS TO:  
BRAVELY LIVE THEIR TRUTH,  
TO BECOME WISE STEWARDS OF THE LAND AND RESOURCES  
AND TO IGNITE LASTING CURIOSITY THAT LEADS TO POSITIVE CHANGE IN THEIR SCHOOL, THEIR COMMUNITIES, AND THEMSELVES.

## Policy 407: Employee Right to Know

<b>Adoption:</b>	October 14, 2024 (pending board approval)
<b>Revision History</b>	
<p><b>Last Board Review:</b> October 14, 2024</p> <p><b>Next Board Review:</b> October 2027</p> <p><b>Review Frequency:</b> Every 3 Years (per Policy 208)</p>	

### I. PURPOSE

The purpose of this policy is to provide Schoolcraft Learning Community (SLC) employees a place of employment and conditions of employment free from recognized hazards that are likely to cause death or serious injury or harm. (Minn. Stat. § 182.653, Subd. 2).

### II. DEFINITIONS

- A. "Commissioner" means the Commissioner of Labor and Industry.
- B. "Routinely exposed" means that there is a reasonable potential for exposure during the normal course of assigned work or when an employee is assigned to work in an area where a hazardous substance has been spilled.
- C. "Hazardous substance" means a chemical or substance, or mixture of chemicals and substances, which:
  - 1. Is regulated by the Federal Occupational Safety and Health Administration under the Code of Federal Regulations; or
  - 2. is either toxic or highly toxic; an irritant; corrosive; a strong oxidizer; a strong sensitizer; combustible; either flammable or extremely flammable; dangerously reactive; pyrophoric; pressure-generating; compressed gas; carcinogen; teratogen; mutagen; reproductive toxic agent; or that otherwise, according to generally accepted documented medical or scientific evidence, may cause substantial acute or chronic personal injury or illness during or as a direct result of any customary or reasonably foreseeable accidental or intentional exposure to the chemical or substance; or
  - 3. is determined by the Commissioner as a part of the standard for the

chemical or substance or mixture of chemicals and substances to present a significant risk to worker health and safety or imminent danger of death or serious physical harm to an employee as a result of foreseeable use, handling, accidental spill, exposure, or contamination.

D. "Harmful physical agent" means a physical agent determined by the commissioner as a part of the standard for that agent to present a significant risk to worker health or safety or imminent danger of death or serious physical harm to an employee. This definition includes but is not limited to radiation, whether ionizing or nonionizing.

E. "Infectious agent" means a communicable bacterium, rickettsia, parasites, virus, or fungus determined by the commissioner by rule, with approval of the commissioner of health, which according to documented medical or scientific evidence causes substantial acute or chronic illness or permanent disability as a foreseeable and direct result of any routine exposure to the infectious agent. Infectious agent does not include an agent in or on the body of a patient before diagnosis.

F, "Blood borne pathogens" means pathogenic microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV).

### **III. POLICY STATEMENT**

It is the policy of SLC to provide information and training to employees who may be routinely exposed to a hazardous substance, harmful physical agent, or infectious agent.

### **IV. TARGET JOB CATEGORIES**

Training will be provided to employees before beginning a job assignment as follows:

1. Any newly-hired employee assigned to a work area where he or she is determined to be "routinely exposed" under the guidelines above.
2. Any employee reassigned to a work area where he or she is determined to be routinely exposed under the above guidelines.

Note: The applicability and enforceability of this policy 407 is limited to, and qualified by, Minnesota or Federal law that, at the time any such circumstance within the scope of the policy arise, may be contrary to some aspect or all of the policy.

- D. It is the responsibility of every HLCS employee to comply with this Policy conscientiously.
- E. Any student, parent or guardian having any questions regarding this policy should discuss it with the Director. Any inquiry or a complaint regarding this policy should be referred to the Director.

*This policy may be revised at any time without notice. All revisions supersede prior policy and are effective immediately upon approval by the Director.*

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