

**NORTHERN
WESTMORELAND
CAREER AND
TECHNOLOGY CENTER**

SECTION: ADMINISTRATIVE
EMPLOYEES

TITLE: WORKERS' COMPENSATION

ADOPTED: October 20, 2011

REVISED:

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| 346. WORKERS' COMPENSATION | |
| 1. Authority | The Joint Operating Committee shall have full power and authority to make and enter into any contract of insurance with any person, firm or corporation authorized to transact business in this Commonwealth for the purpose of insuring against loss or damage to persons or property and, in so doing, shall purchase specific insurance policies, including workers' compensation. |
| 2. Guidelines | All employees who are injured while performing their duty on school premises must file a report of the accident immediately, otherwise the employee will not be eligible for compensation. A written report shall be filed in the office of the Administrative Director within twelve (12) hours of the accident. If the employee is unable to file the report of the accident, it shall be his/her responsibility to provide for someone else to file the report for him/her. |