

**NORTHERN  
WESTMORELAND  
CAREER AND  
TECHNOLOGY CENTER**

SECTION: NON-INSTRUCTIONAL  
EMPLOYEES

TITLE: WORKERS' COMPENSATION

ADOPTED: October 20, 2011

REVISED:

<p>1. Authority</p> <p>2. Guidelines</p>	<p style="text-align: center;">546. WORKERS' COMPENSATION</p> <p>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.</p> <p>Non-instructional employees who are injured while on the job in school activities shall be entitled to workers' compensation benefits, when applicable. When the injury causes an absence from duties, the employee shall be paid both workers' compensation benefits and his/her daily salary provided the employee is eligible for sick leave. When sick leave time is exhausted, the employee shall only receive workers' compensation benefits.</p> <p>Each day of absence as a result of injury shall be deducted from the employee's sick leave time.</p> <p>All accidents must be reported immediately to the Administrative Director or designee, and 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, it shall be his/her responsibility to provide for someone else to file the report.</p>
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