



ANGLOPHONE EAST SCHOOL DISTRICT

1077 St. George Blvd., Suite 200 • Moncton, New Brunswick E1E 4C9
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SCENT-FREE ENVIRONMENT

Policy: Scent-Free Environment

Policy Number: 723

Approved by: Superintendent

Effective: February 1, 2019

Revised: March 3, 2021

PURPOSE: Anglophone East School District realizes an increasing number of people have developed sensitivities to certain scented chemical-based products. Anglophone East School District wants to limit the exposure of workers, volunteers and visitors to scented chemicals.

POLICY STATEMENT: Anglophone East School District supports the creation of a fragrance-free environment so that chemical barriers will not prevent access to Anglophone East School District Offices for people with such chemical sensitivities.

SCOPE: This policy applies to all staff and visitors. Staff and visitors shall refrain from using, wearing and bringing scented products and materials into Anglophone East School District's offices and meeting rooms.

PROCEDURE:

A. To limit exposure:

1. Use non-scented body products that include but are not limited to perfume, cologne, lotions, scented hair products, fragrance oils and essential oils.
2. Refrain from the use of optional items that give off scents that include but are not limited to any type of air fresheners, hand cleaners, potpourri and flowers.
3. Use the least toxic cleaning products & disinfectants that are available, and store these products in tightly closed, ventilated areas away from staff and visitors.

Note - If a medical accommodation is required, please contact the Occupational Health & Wellness Coordinator.



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B. Notifications:

1. Ensure signage informing staff and visitors of these guidelines is posted at the entrance to the building and in common congregation areas, such as waiting rooms and washrooms.

The signage shall state – ***“Scented products can cause allergic reactions and respiratory distress. Staff and visitors shall refrain from wearing or using any scented products while visiting or working in the Anglophone East School District offices and meeting rooms”***

2. Include the following statement on flyers and emails advertising events and meetings to be held at Anglophone East School District Offices: ***“scented products can cause allergic reactions and respiratory distress. Staff and visitors shall refrain from wearing or using any scented products while at Anglophone East School District offices and meeting rooms.”***
3. In reacting to an exposure:
 - Remove yourself from the exposure and,
 - Report to your immediate supervisor as soon as possible

CONTRAVENTIONS: Non-compliance of this policy will be brought to the attention of the appropriate supervisor or manager for further action.