



**WELCOME
TO ETFO**



DID YOU KNOW?



ETFO has a dedicated health and safety website?

etfohealthandsafety.ca has:



Information on hazards you may encounter in the workplace



Up-to-date content about health and safety law and best practices



Resources to teach you how to report an incident, injury, illness, or exposure



Tools, fact sheets, and videos on your health and safety rights

Find out more about your right to a safe and healthy workplace.

Visit etfohealthandsafety.ca today!



Letter from the president

With over 83,000 members, the Elementary Teachers' Federation of Ontario (ETFO) is the largest teachers' union in Canada. When you accepted your position with your school board and became an ETFO member, you became part of our collective strength, enthusiasm, and commitment to each other and to our profession.

ETFO strives to serve our members in several ways. As a professional organization, we deliver a wide range of personal and professional development as well as leadership and training opportunities. As a union, ETFO offers collective strength through our bargaining and advocacy efforts. Some of our priorities for the 2023-2024 school year include advocating for social justice in the areas of peace, anti-poverty, non-violence, equity, and anti-racism; to fight against anti-Black racism; and to advocate for and protect the health and safety of members, both physically and psychologically. As a federation, ETFO provides a welcoming environment that celebrates the diversity and encourages the participation of all our members.

A lot has happened since the Federation of Women Teachers' Associations of Ontario and the Ontario Public School Teachers' Federation came together to form ETFO in 1998. We have so much to be proud of!

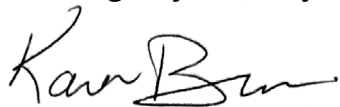
For 25 years, ETFO has defended workers' rights and, through both assertive collective bargaining and proactive political lobbying, won many improvements in working conditions for our members. These include 200 minutes of preparation time in 2004 and the enshrining of teacher professional judgement through the 2015 Teacher/Occasional Teacher Central Agreement. ETFO's fierce advocacy also resulted in primary class size caps in the 2004 round of bargaining, reductions in class size averages in grades 4 to 8 during the 2008 round, and a staffing model for the new Full-Day Kindergarten program that included designated early childhood educators (DECEs) in 2009. As a result, we welcomed DECEs as members in 2010.

ETFO members have achieved so much in elementary schools by standing together. Imagine what we could achieve for the future of public education if the government decided to work with us, rather than against us.

There are many fulfilling opportunities you will experience as an educator, but there will also be challenges. Remember - you are never alone. A union is only as strong as its members, and today, ETFO is 83,000 members strong. As we move forward, let us build on our unity and strength to continue to meet the challenges ahead.

No matter where you work in the province, ETFO is just a call or email away to help you; please stay connected with your union and get involved.

We are glad you have joined us. Welcome to ETFO!



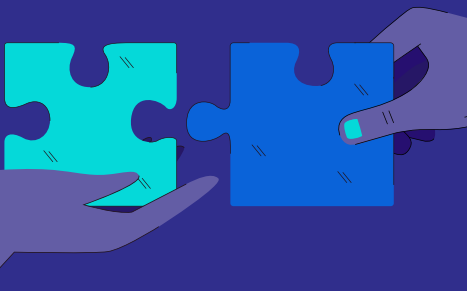
Karen Brown
President, Elementary Teachers' Federation of Ontario



Welcome to the Elementary Teachers' Federation of Ontario

this is
your
union!

Representing
83,000 teachers
and education
workers in public
elementary
schools in
Ontario.



ETFO is your professional organization that advocates for and protects working conditions and public education.

Across Ontario the union represents over 83,000 teachers, occasional teachers, designated early childhood educators (DECEs), education support personnel (ESP), and professional support personnel (PSP) who work in 2,400 public elementary schools. As an ETFO member you are represented by the union provincially and on a regional level by one of the 76 ETFO locals. The name of your local is associated with your school board.

The formation of our union was a momentous event in 1998 when the Federation of Women Teachers' Associations of Ontario (FWTAO) and the Ontario Public School Teachers' Federation (OPSTF) merged to form one strong, united Federation.

The dedicated members of the merger negotiation teams were driven to build a constitution that worked for all members. FWTAO members pushed to ensure the systemic oppression of women was addressed, and women's representation and dedicated funding for training programs were merger requirements. While discussions were challenging at times, FWTAO and OPSTF knew it was worth the effort as they were building a Federation that would be Canada's strongest and most

influential teacher union. When ETFO began operating on July 1, 1998, it continued the work of the two federations that had promoted and protected the interests of public school educators for 80 years.

Playing a leadership role in Canada to advocate and train members to be agents of change, and to push for social justice and equity in schools, the union, and broader society is central to ETFO's work. Over its 25 years, the union has been a robust unifying presence in Ontario, and its commitment to defend public education and create a better world is unwavering.

In your workplace and through your local you and other ETFO members are able to build power and make your voice heard to ensure your rights are protected.

This information booklet provides helpful information for your career in the public education system. It also outlines the work of our union, services available to you, and the ways that you can get involved.

For more information, be sure to visit etfo.ca and register for the dedicated [member site](#), where you'll find exclusive resources for your classroom and information about upcoming conferences, professional learning opportunities, and services that are just for you as an ETFO member.

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Elementary Teachers' Federation of Ontario Equity Statement

It is the goal of the Elementary Teachers' Federation of Ontario to work with others to create schools, communities, and a society free from all forms of individual and systemic discrimination. To further this goal, ETFO defines equity as fairness achieved through proactive measures, which results in equality, promotes diversity, and fosters respect and dignity for all.

ETFO Land Acknowledgment

In the spirit of Truth and Reconciliation, the Elementary Teachers' Federation of Ontario acknowledges that we are gathered today on the customary and traditional lands of the Indigenous Peoples of this territory.

ETFO's Equity Initiatives

ETFO is a union committed to social justice, equity, and inclusion. The Federation's commitment to these principles is reflected in the initiatives it has established as organizational priorities, such as: ETFO's multi-year strategy on anti-Black racism; two-spirit, lesbian, gay, bisexual, transgender, queer, and questioning education; and addressing First Nations, Métis, and Inuit issues. ETFO establishes its understanding of these issues within an anti-oppressive framework. The Federation ensures its work incorporates the voices and experiences of marginalized communities, addresses individual and systemic inequities, and supports ETFO members as they strive for equity and social justice in their professional and personal lives. Using the anti-oppressive framework is one of the ways ETFO is operationalizing its Equity Statement.

Definition of an Anti-Oppressive Framework

An anti-oppressive framework is the method and process in which we understand how systems of oppression such as colonialism, racism, sexism, homophobia, transphobia, classism, and ableism can result in individual discriminatory actions and structural/systemic inequalities for certain groups in society. Anti-oppressive practices and goals seek to recognize and dismantle such discriminatory actions and power imbalances. Anti-oppressive practices and this framework should seek to guide the Federation's work with an aim to identify strategies and solutions to deconstruct power and privilege in order to mitigate and address the systemic inequalities that often operate simultaneously and unconsciously at the individual, group, and institutional or union level.



ETFO Human Rights Statement

The Elementary Teachers' Federation of Ontario is committed to:

- providing an environment for members that is free from harassment and discrimination at all provincial and local Federation sponsored activities;
- fostering the goodwill and trust necessary to protect the rights of all individuals within the organization;
- neither tolerating nor condoning behaviour that undermines the dignity or self-esteem of individuals or the integrity of relationships; and
- promoting mutual respect, understanding, and co-operation as the basis of interaction among all members.

Harassment and discrimination on the basis of a prohibited ground are violations of the Ontario *Human Rights Code* and are illegal. The Elementary Teachers' Federation of Ontario will not tolerate any form of harassment or discrimination, as defined by the Ontario *Human Rights Code*, at provincial or local Federation sponsored activities.



**Elementary
Teachers'
Federation of
Ontario**

What is ETFO?

Under the *School Boards Collective Bargaining Act, 2014*, ETFO is the designated bargaining agency for all elementary teachers in the English-language public education system and all designated early childhood educators (DECEs), education support personnel (ESP), and professional support personnel (PSP) employed in every school board for which ETFO holds bargaining rights.

ETFO is the largest educator union in all of Canada. As a provincial organization representing educators, our main objective is to advocate for members and their rights at work. ETFO negotiates collective agreements that outline your rights at a central (provincial) and local board level. The union also provides services including professional development and support for members with questions about their workplace and the profession.

Along with our primary objective, your union promotes the economic and labour rights of all workers and defends the importance of public services, and advocates for equity and social justice within our education system and the broader society.





ETFO's Purpose

Every organization has objectives that define its purpose and guide its work. The objects of ETFO are contained in the organization's [Constitution](#) and outlined below.

The objects of the Federation shall be:

- 3.1 to regulate relations between employees and employer including but not limited to securing and maintaining, through collective bargaining, the best possible terms and conditions of employment;
- 3.2 to advance the cause of education and the status of teachers and educational workers;
- 3.3 to promote a high standard of professional ethics and a high standard of professional competence;
- 3.4 to foster a climate of social justice in Ontario and continue a leadership role in such areas as anti-poverty, non-violence, and equity;
- 3.5 to promote and protect the interests of all members of the Federation and the students in their care;
- 3.6 to promote and defend the health and safety of members in the workplace; and
- 3.7 to co-operate with other organizations in Ontario, Canada, and elsewhere, having the same or like objects.

ETFO's Priorities

Approved by members each year at ETFO's Annual Meeting, the priorities guide the activities and initiatives undertaken by the Federation:

- To protect the local and provincial collective bargaining rights of all members.
- To defend publicly funded public education.
- To serve the needs of the membership.
- To provide for the professional development of members.
- To advocate for social justice in the areas of peace, anti-poverty, non-violence, equity, and anti-racism.
- To fight against anti-Black racism.
- To advocate for the economic and labour rights of all workers.
- To support international assistance and co-operation.
- To advocate for the care and protection of the environment and actively engage in climate action.
- To actively engage members in the Federation and labour movement.
- To advocate for and protect the health and safety of members, both physically and psychologically.
- To advocate for the elimination of violence in publicly funded schools.

Building a More Just Society

ETFO is a leader in promoting dialogue and action on equity and social justice in classrooms, schools, and communities. Along with professional resources and training on human rights issues to assist members in building inclusive classrooms, ETFO publicly promotes social justice causes and supports coalitions and grassroots groups with similar aims to advance education interests and the rights of all people, especially those who have historically faced discrimination and barriers to success.

Visit the [member section of our website](#) to access [resources](#), [conferences](#) and professional development [workshops](#), and to learn about how you can help build more inclusive learning spaces and workplaces.

A few of ETFO's equity resources and programs available to you as a member include:



Ways to Get Involved

ETFO is a powerful union because of the engagement and solidarity of members. It's never too early in your career to get involved and make a difference. Here's how:

At your school

- Get to know your ETFO steward and ask how you can help improve your workplace
- Get informed. Read the ETFO bulletin board and the e-newsletter
- Read the material ETFO distributes through your ETFO steward
- Use ETFO [curriculum materials](#) in your classroom
- Go to the in-school meetings called by the ETFO steward
- Become an ETFO steward

At your local

- Attend new member functions hosted by your local
- Participate in professional development events and workshops sponsored by your local
- Go to your local's general meetings, annual meetings, and bargaining meetings (and bring a colleague along!)
- Join a local committee
- Volunteer to work on a project or program within your local
- Get involved in social justice activities through the local
- Call [your ETFO local](#) if you have questions about your rights and responsibilities or entitlements as a member

At the provincial level

- Apply to be a member of one of ETFO's provincial [standing committees](#)
- Become one of your local's delegates to the ETFO [Annual Meeting](#)
- Attend a provincial ETFO [conference or workshop](#) as a participant or presenter
- Take an ETFO [Additional Qualification \(AQ\)](#) course or become an instructor
- Call the ETFO provincial office if you have questions about programs or services (416-962-3836 or 1-888-838-3836)

In the community

- Spread the word about [Building Better Schools](#), ETFO's online resource for parents and the public, which encourages the broader community to become involved in supporting and improving our publicly funded schools.
- Read the ETFO magazine *Voice* at [etfovoice.ca](#) and visit [etfo.ca](#) to get the latest information.

You and Your Union

Member Rights and Responsibilities

As a teacher or occasional teacher working in a public elementary school, or as an education worker in a bargaining unit for which ETFO holds bargaining rights, you are an active member of the Federation.

As per the ETFO Constitution, members enjoy certain rights and privileges and are responsible for upholding specific obligations and responsibilities and adhering to our code of professional conduct. More information is available on the [Member Rights and Responsibilities](#) page on our website.

We all benefit from individual responsibility within collective action. A strong union for teachers and education workers is vital to quality education in the province.



Understanding your Professional Judgement

Professional judgement is an important concept for educators and one that ETFO fought to have enshrined as a right through bargaining. It is defined in Section C 2.5 of the Teacher/Occasional Teacher Central Agreement as follows:

Professional Judgement shall be defined as judgement that is informed by professional knowledge of curriculum expectations, context, evidence of learning, methods of instruction and assessment, and the criteria and standards that indicate success in student learning. In professional practice, judgement involves a purposeful and systematic thinking process that evolves in terms of accuracy and insight with ongoing reflection and self-correction.

Find information about professional judgement under the [Resources](#) tab on the ETFO member secure site (registration required).

Duty to Report

Under the *Child, Youth and Family Services Act, 2017*, members are legally obligated to immediately report suspicions of child abuse or neglect to their local children's aid society. The [Ontario College of Teachers](#) and the [College of Early Childhood Educators](#) have both issued professional advisories that contain helpful guidance and information.

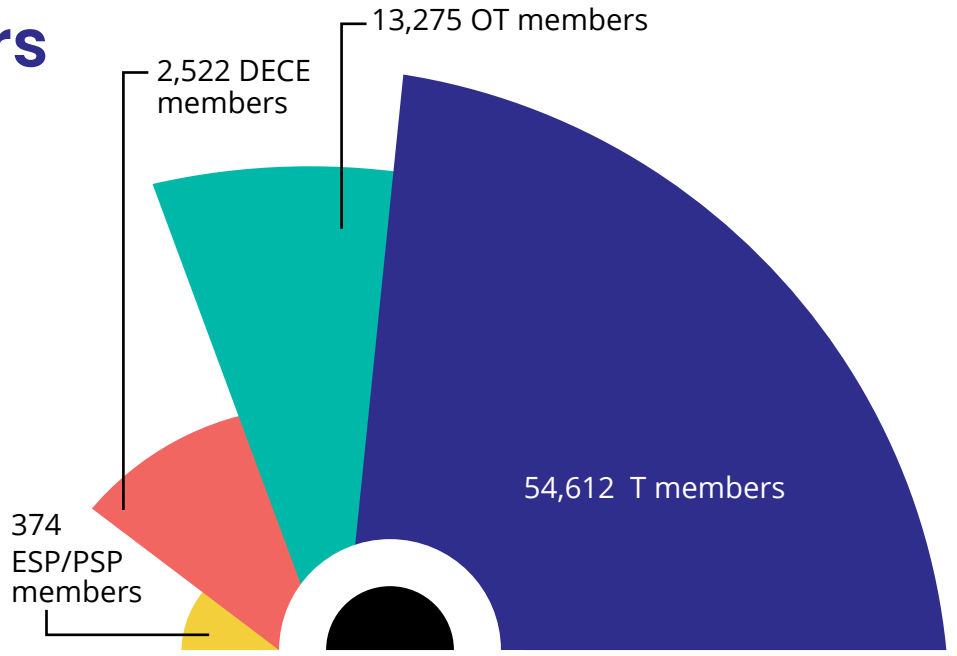
ETFO by Numbers

The full-time equivalent (FTE) membership number is 70,783.

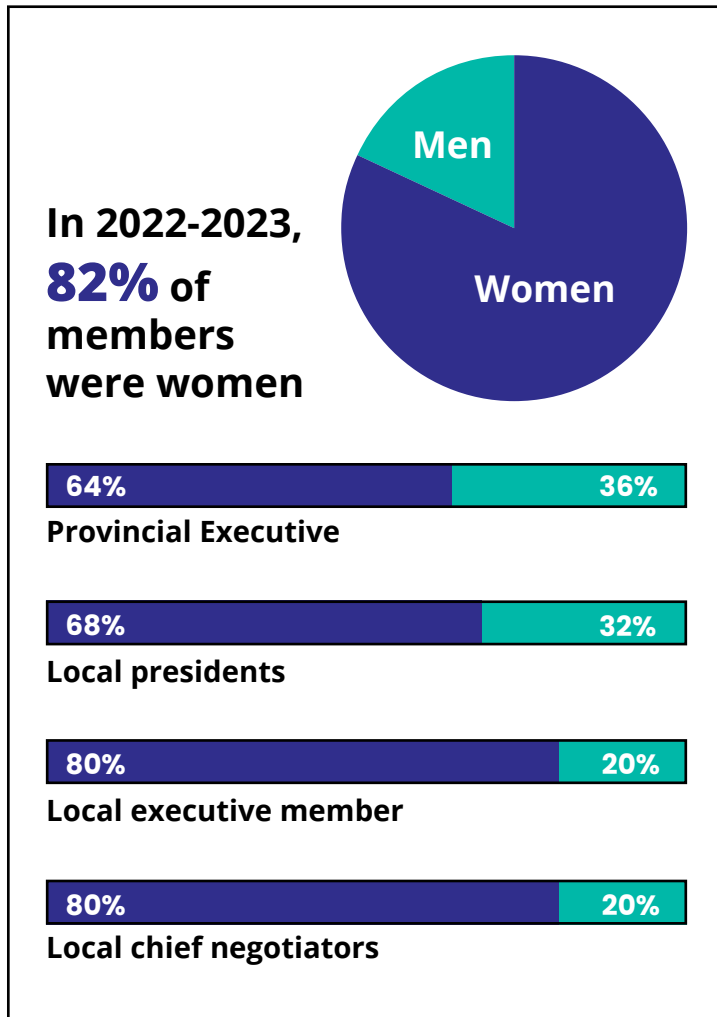
Numbers are based on the 2022-2023 year and reflect FTE equivalents.

ETFO represents over **83,000 members.**

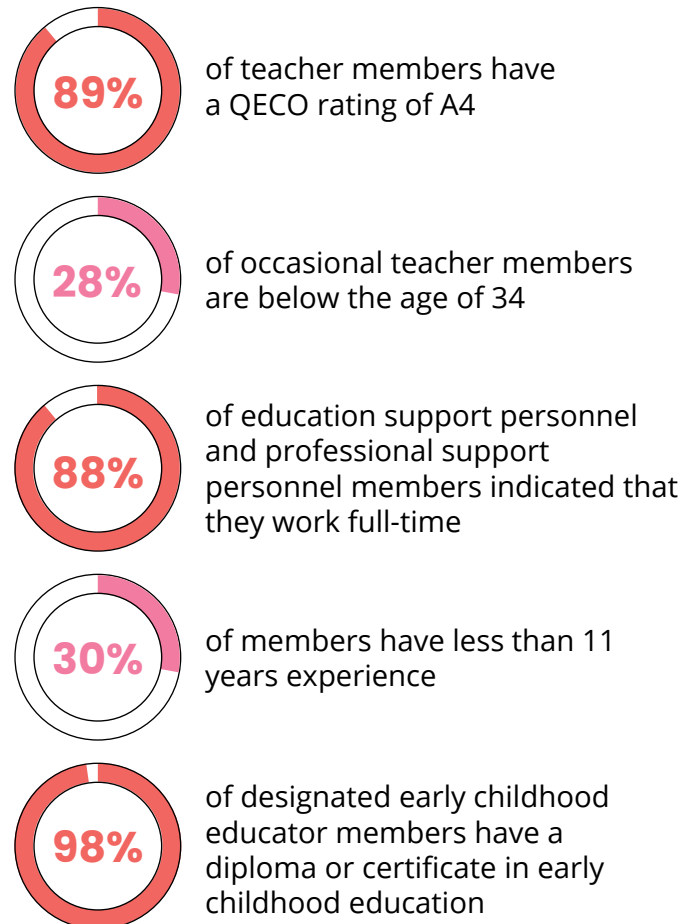
T - permanent teacher
 OT - occasional teacher
 DECE - designated early childhood educator
 ESP - education support personnel
 PSP - professional support personnel



Number of members in each education group within ETFO



According to the 2022-2023 annual member survey:



Our Structure

Locals

There are 76 locals in ETFO, including locals for permanent teachers, occasional teachers, DECEs, and ESP/PSPs. Each local represents members in an area that corresponds with the school board, however, in some of the school authorities, there may be two or more bargaining units combined within a local.

Each local has an elected executive body to represent their members. The executive includes a president, executive members, committees, and other positions to meet the needs of their membership. Members have the right to vote and hold office in their local in accordance with its constitution.

For support and to address workplace issues contact your local first. [Find your local.](#)

Your workplace representation

In each school there is an ETFO member who volunteers to take on the role of steward. A steward is the visible representative of the union and the local in the workplace. Stewards are your direct contact and advocate at work because every steward is responsible for monitoring the implementation of the collective agreement and making members aware of ETFO services and programs.

Provincial Representative Council

The Representative Council is composed of the president of each local and additional representatives based on the size or number of members in the local. The council meets three times a year and is responsible for reviewing the proposed annual budget, recommending policy and actions to the provincial Executive or Annual Meeting, approving bargaining goals, and discussing other initiatives and work of the union.



Provincial Executive

The 14 members of the provincial Executive are elected to two-year terms by the delegates to the Annual Meeting. The Executive includes four full-time released officers – the president, the first vice-president, and two vice-presidents (one position open to women only). The Executive also includes the ETFO representative to the Ontario Teachers' Federation, whose release time is covered by OTF every four years when the ETFO representative holds the position of president with OTF. Nine additional elected members round out the Executive for the total of 14.

Three of these additional positions are open to women only, including one that is open only to women members who also self-identify as belonging to one of ETFO's designated groups: First Nations, Métis, or Inuit (FNMI); member with a disability; two-spirit, lesbian, gay, bisexual, transgender, queer, questioning, and additional identities (2SLGBTQ+); or racialized. In addition, one of the remaining positions is open only to members who self-identify as FNMI, member with a disability, 2SLGBTQ+, or racialized.

The Executive meets regularly and is responsible for conducting the business of the Federation, receiving reports and recommendations from committees, authorizing legal support for members in employment-related cases, and carrying out a variety of other responsibilities.

Released Executive Officers 2023-25

President

Karen Brown
Elementary Teachers of Toronto

First Vice-President

David Mastin
Durham Teacher Local

Vice-President (Woman)

Gundi Barbour
Upper Grand Teacher Local

Vice-President

Shirley Bell
Kawartha Pine Ridge Teacher Local

ETFO Table Officer

Nathan Core
Waterloo Occasional Teacher Local

Executive Members 2023-25

Tamara DuFour

Hamilton-Wentworth Designated Early
Childcare Educators (DECE) Local

Mary Fowler

Durham Teacher Local

Juan-Yahya Gairey

Peel Teacher Local

Shideh Houshmandi

Hamilton-Wentworth Teacher Local

Carolyn Proulx-Wootton

Grand Erie Teacher Local

Mario Spagnuolo

Greater Essex County Teacher Local

Mike Thomas

Thames Valley Teacher Local

Sylvia van Campen

Upper Canada Occasional Teacher Local

Jenn Wallage

Waterloo Region DECE Local

Administration Services

The administrative leaders and provincial staff of the Federation manage the day-to-day operations of the union. They implement the programs and services approved by the Executive and the Annual Meeting. The senior administrators are also part of the provincial Executive in an unelected capacity.

Senior Administrative Team

General Secretary
Sharon O'Halloran

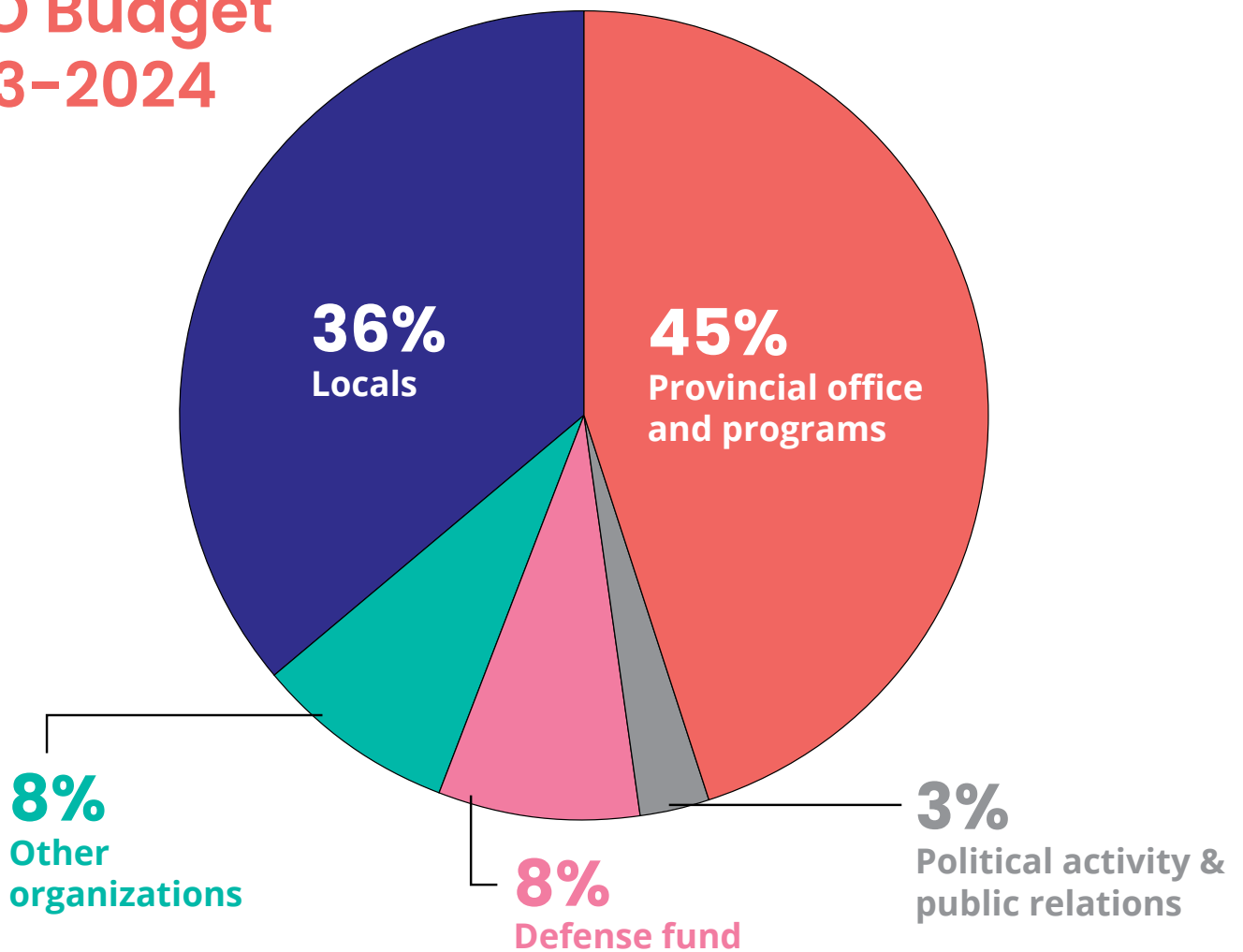
Deputy General Secretary
Lorna Larmour

Deputy General Secretary
Lisa Mastrobuono

Union Fees

Union fees are determined at the ETFO Annual Meeting each August. Fees are deducted directly from members' pay cheques by school boards and submitted to the ETFO provincial office. Fees are used to fund programs, services, advocacy, and political activity for the membership and to operate ETFO's locals.

ETFO Budget 2023-2024



Advocacy and Representation

Provincial Representation

ETFO is a member of the **Ontario Teachers' Federation (OTF/FEO)**. There are approximately 160,000 teacher members who are represented by one of the four affiliated education unions.



13,110
members

Association des
enseignantes et des
enseignants Franco-
Ontariens (AEFO)



83,000
members

Elementary Teachers'
Federation of
Ontario (ETFO)



45,000
members

Ontario English
Catholic Teachers'
Association (OECTA)



60,000
members

Ontario Secondary
School Teachers'
Federation (OSSTF)

Additionally, as an active part of the labour movement, ETFO and all members are directly part of the **Ontario Federation of Labour**.

While educators have unionized to protect workers' rights, unions in Ontario and Canada have also organized collectively into organizations to fight for better working and living conditions. The OFL serves as an umbrella group for working people and their unions.

From its inception in 1957, the OFL has grown to represent over one million Ontario workers belonging to more than 1,500 locals that are from 53 affiliated unions in addition to ETFO. The OFL is an advocacy and political organization that seeks to lobby and push the provincial government to strengthen public services and working rights.



Visit ofl.ca for
more info.

ETFO Executive officers (L-R):

Gundi Barbour, Karen Brown, David Mastin,
Shirley Bell





National Representation



The [Canadian Teachers' Federation \(CTF\)](#) is a federation of member and associate organizations that represent educators across the country. The CTF supports high-quality, inclusive, publicly funded public education and works to uphold teaching as a profession and advocate for adequate resourcing, labour rights, and social justice across Canada and around the world. Established in 1920 by five educator unions, today the Federation represents approximately 365,000 members. Learn more at ctf-fce.ca/.



Through the [Canadian Labour Congress \(CLC\)](#), ETFO is affiliated to and an active member of the broader labour movement. The CLC is the largest labour organization in Canada. Collectively this umbrella body brings together dozens of national and international unions, provincial and territorial federations of labour, and regional or community-based labour councils to represent more than three million workers across the country. Get active and stay connected at canadianlabour.ca/.

International Representation

The voices of educators working in Canada are represented by [Education International \(EI\)](#). On a global scale, EI represents more than 32 million teachers and education workers from 383 member organizations in 178 countries and territories. Visit ei-ie.org/en to learn more.

How Your Union Works for You

Programs and Conferences

Throughout the year, ETFO offers programs, workshops, and leadership development opportunities to our members through the provincial office and in partnership with locals.

Some of our signature conferences include:

and still we rise

An annual leadership conference for women focusing on social justice, equity, and union involvement.

Code Black: Leadership Program for Black Members

Intended for Black members to explore their leadership abilities, develop new skills, and increase their involvement within the Federation.

Conscious Classrooms: Responding to Gender-Based Violence

A two-day workshop examining how children are affected by gender-based violence against women, and what educators can do to help.

First Nations, Métis, and Inuit Education Symposium This annual learning forum provides members an opportunity to learn about FNMI pedagogies, resources, and teaching practices.

Summer Academy

More than 40 three-day professional learning courses designed and presented by members for members.



Find more information and events at [Programs for Members](#) on [etfo.ca](#).

Additional Qualification (AQ) Courses

ETFO AQ is a leading provider of professional development courses in Canada. Content is developed by educators who understand effective and practical teaching strategies that work within the realities of today's classroom.

As an accredited AQ course provider, ETFO AQ follows the curriculum guidelines and hours of study as set by the Ontario College of Teachers (OCT) and required by legislation.

Visit the [ETFO AQ website](#) for more information, and to view the full [course catalogue](#).



Service Areas

The ETFO provincial administration consists of six service areas, which develop and offer programming, resources, and support for members. They are:

1

Collective Bargaining Services (CB)

- central and local bargaining
- administration of collective agreements, including grievances
- leadership development and training
- support for stewards
- etfocb.ca, CB bulletins, and CB e-newsletters

2

Communications and Political Action Services (CPA)

- media relations
- political action and member engagement
- government relations, research submissions and lobbying
- advertising and public relations
- online presence and communication including the etfo.ca site, bi-weekly member e-newsletter, and accounts on social media platforms
- *Voice* magazine
- *Elementary* podcast
- Public relations campaign and site at BuildingBetterSchools.ca

3

Equity and Women's Services (EWS)

- outreach to members of designated groups
- training programs, workshops, and conferences on equity-related themes
- leadership development
- curriculum resources
- community partnerships
- policy development

4

Health and Safety Services (HSS)

- [workplace health and safety advocacy and awareness](#)
- action plan on violence in schools
- information about rights and responsibilities under the *Occupational Health and Safety Act*
- workshops and training for local leaders and health and safety committees

5

Professional Relations Services (PRS)

- confidential support for members experiencing professional difficulties
- assistance with complaints at the Ontario College of Teachers (OCT) and the College of Early Childhood Educators (CECE)
- performance appraisals
- Children's Aid Society investigations
- criminal allegations
- Employment Insurance (EI), Workplace Safety and Insurance Board (WSIB), long-term disability (LTD)
- human rights, harassment, and discrimination
- ethics and professionalism

6

Professional Learning/Curriculum Services (PL/C)

- professional learning programming, provincially and locally
- Additional Qualification (AQ) courses
- curriculum and professional resources
- leadership development
- liaison with Ministry of Education on professional issues
- Summer Academy
- new members
- ETFO Assessment website and resources

Protecting Your Rights and Defending Working Conditions

Your collective agreement is a contract negotiated on your behalf by ETFO that includes many rights, entitlements, and protections. It is the product of decades of work by local and provincial ETFO negotiators.



Your Collective Agreement – Read it. Maintain it. Defend it.

Once an entitlement is bargained into your collective agreement, it can be improved upon and strengthened in subsequent rounds of bargaining. Sometimes, however, these entitlements come under threat from labour-averse governments.

Every ETFO member has a stake in actively supporting the collective bargaining process. Ensuring that your negotiated rights are being respected starts by reading your collective agreement and becoming familiar with its contents.

The language in your collective agreement is legally binding upon your employer and your union. Inform your school steward or ETFO local immediately if you have any questions or concerns about how your collective agreement is being implemented at your workplace or school board.

Know your Rights

Professional Relations Services (PRS) staff are available to provide information, advice, support, and intervention for members who are experiencing professional difficulties.

You can contact ETFO staff in PRS at 416-962-3836/1-888-838-3836.

PRS Matters bulletins are designed to keep members informed about a variety of important legal and professional issues impacting education workers. Topics include:

- duty to report and obligations under the *Child and Family Services Act*
- performance appraisals and evaluations
- social media
- maternity and parental leaves



Be prepared

Keep all documents related to your career in a safe and accessible place:

- Certificate of Registration from the Ontario College of Teachers (OCT) and/or the College of Early Childhood Educators (CECE)
- college/university transcripts
- contract from your district school board and other correspondence related to your hiring and placement
- certificates from professional development activities
- copy of criminal record check/offence declaration
- Qualifications Evaluation Council of Ontario (QECO) evaluation
- documents related to your performance appraisals and evaluations
- information from your ETFO local
- Ontario Teachers' Pension Plan (OTPP)
- Ontario Municipal Employees Retirement System (OMERS)

Legal assistance card

The [legal assistance card](#) provides advice and information should you face an allegation related to your professional duties or employment responsibilities. It includes a statement you can use if you are contacted by the police or a children's aid society (CAS) about an allegation and the phone number for PRS. Emergency after-hours assistance is available.

Health and Safety

ETFO plays an important role in ensuring workplaces are safe and healthy spaces for our members by offering support and information on everything from mental wellness to [violence in schools](#). Visit etfohealthandsafety.ca for more information.



For assistance: Call ETFO at 1-888-838-3836 • etfohealthandsafety.ca/site/workers-rights/  ETFO  FEEO

Making our schools and workplaces safe

ETFO's call to action and strategy to address violence in school board workplaces involves many stakeholders and starts with collaboration, training, and accountability.

Your right to a safe workplace under the *Occupational Health and Safety Act*:

- Your principal has a duty to provide you with information about the risks of harm from a person with a history of violence. This duty happens if two factors are in place: you can be expected to encounter that person in the course of your work, and the risk of workplace violence from that person is likely to expose you to physical injury. There are limits on the disclosure of this information to what is "reasonably necessary" to protect you from physical injury.
- You may refuse to work or do particular work where you have reason to believe that the work is likely to endanger you. Work refusal is sometimes necessary. If you are a teacher, the legislation limits your right to refuse work due to your responsibilities to the students. If you believe you are being endangered by workplace violence, then report your concerns to the principal right away and get immediate assistance. Contact your ETFO local for advice and support.

EVERYONE HAS A RESPONSIBILITY CONCERNING WORKPLACE VIOLENCE

ETFO has identified that a lack of compliance to policy and program requirements by some principals and school boards has put a "chill" on reporting, investigating, and dealing with workplace violence and serious student incidents. The Federation continues to work with the government, school board representatives, and other unions to improve reporting systems, increase compliance by boards and principals, and encourage a stronger health and safety culture with appropriate training within school boards.

While these efforts continue, it's important to remember how the reporting system should work. For great resources and tools please visit etfohealthandsafety.ca.

Your Benefits and Pension

Your Benefits & Retirement Planning



Ontario Teachers' Pension Plan (OTPP)



Ontario Municipal Employees Retirement System (OMERS)



Ontario Teachers Insurance Plan (OTIP) OTIP Occasional and Casual Members (OCM) Benefits Plan



ETFO Employment Life and Health Trust (ELHT) Benefits Plan

Employee Life and Health Trust Benefits Plan

Eligible members are entitled to coverage under the ETFO Employee Life and Health Trust (ETFO **ELHT**) benefits plan, which was established in accordance with the provisions of the ETFO central agreements for teachers/occasional teachers and DECEs/ESPs/PSPs.

The ETFO ELHT benefit plan offers comprehensive group health and dental, emergency out of country, and basic life/accident insurance coverage, as well as member-paid optional life insurance.

The benefits plan is governed by the ELHT board of trustees, which includes representatives from ETFO, the government, and the Ontario Public School Boards' Association.

The **Ontario Teachers' Insurance Plan (OTIP)**, a not-for-profit organization created and governed by ETFO and the other three education affiliates in Ontario, acts as a third-party administrator to the ETFO ELHT benefits plan and Manulife acts as the claims payer.

Newly hired eligible permanent members and eligible LTO teachers will receive enrolment information and notifications from OTIP via their board email. For more information, visit the **ETFO EHLT website**.

Occasional and Casual Members (OCM) Benefits Plan

Eligibility for the Occasional and Casual Members Plan (OCM) is determined by school boards. The OCM benefits plan is administered by OTIP, and enrolment is voluntary for eligible members. If you are eligible, your board will send enrolment information to your board email address in August or September. For more information, visit the [OCM website](#).

Long-Term Disability

Participation in ETFO's long-term disability (LTD) plan is mandatory for all active full- or part-time teacher local members and requires payment of LTD contributions by all covered members. Some ESP, PSP, and DECE members have LTD coverage under school board-owned LTD plans, separate from the provincial ETFO LTD plan.

The provincial LTD governance board oversees the plan, with OTIP acting as the third-party administrator. For more information, please read ETFO's updated [Member's Guide to Long-Term Disability](#).

Ontario Teachers' Pension Plan

The Ontario Teachers' Pension Plan is the pension plan for ETFO members who are teachers. It provides a lifetime pension to active and retired teachers and their survivors. It also provides benefits if members die, become disabled, or permanently leave teaching before retirement. More information can be found on the [OTPP website](#).

Ontario Municipal Employees Retirement System

The Ontario Municipal Employees Retirement System (OMERS) is the pension plan for most members of DECE/ESP/PSP locals. OMERS offers great webinars for members to help them understand their benefits and plan for their future. Find more information on the [OMERS website](#).



Stay Connected

Register at members.etfo.ca

The dedicated **member secure** portion of etfo.ca provides member-only content including alerts, classroom resources, bargaining updates, and more. You will need your ETFO ID to register. Stay in touch with your union!

Connect online

- etfo.ca
- Facebook
- X (formerly Twitter) - @ETFOeducators
- Instagram - @etfoeducators

Keep your information current

Don't miss out on important news, events, or collective bargaining updates because your information is out of date.

Make sure we have your current and complete information in our member database by submitting updates in one of the following ways:

- Register for ETFO updates by clicking on the **SUBSCRIBE** button at the bottom or the etfo.ca home page
- Use the **online form**
- Contact Member Services at 416-962-3836/ 1-888-838-3836, extension 3806 or email memberrecords@etfo.org

Updates on collective bargaining

Members can receive news and updates during rounds of collective bargaining in a variety of ways, including:

- online at etfocb.ca
- signing up to receive central bargaining updates from the provincial office through the CB e-newsletter
- through central bargaining bulletins issued by ETFO and distributed by locals during negotiation periods
- on social media by joining the ETFO CB Facebook group and following @ETFOcb on Twitter/X

Stay Connected

ETFO members can subscribe here to receive the latest news from ETFO.

SUBSCRIBE

Online Resources for Members



ETFO blogs and websites

An online hub for parents and the general public, [BuildingBetterSchools.ca](https://www.buildingbetterschools.ca) encourages the broader community to become engaged in supporting and improving our publicly funded schools.

Find current [collective bargaining](#) goals, e-newsletters, bulletins, and information about the bargaining process and central agreements at [etfocb.ca](https://www.etfocb.ca).

Qualifying members can visit [etfo-elhtbenefits.ca](https://www.etfo-elhtbenefits.ca) to learn about their ETFO Employee Life and Health Trust benefits plan coverage for health, dental, life, and AD&D.

The [First Nations, Métis, and Inuit Education](#) website ([etfofnmi.ca](https://www.etfofnmi.ca)) provides practical resources with a focus on topics related to Indigenous Peoples.

Visit [Members Sharing in Assessment](#) ([etfoassessment.ca](https://www.etfoassessment.ca)) to choose from a selection of strategies and tools.

The ETFO website for [occasional teachers](#) ([etfo-ots.ca](https://www.etfo-ots.ca)) includes resources, tips and tools, and best practices to support your teaching practice as well as information on your local and provincial collective agreements.

ETFO's [Professional Learning in the Early Years](#) website ([etfopley.ca](https://www.etfopley.ca)) includes videos, resources, and insights into creating a welcoming and engaging environment for the youngest learners.

The [Heart and Art of Teaching](#) interactive blog ([heartandart.ca](https://www.heartandart.ca)) has practical ideas and topics of interest for teachers throughout their careers.

Subscribe to receive print copies of [Voice](#), ETFO's member magazine, or read current and back issues digitally at [etfovoice.ca](https://www.etfovoice.ca).



Other resources

The Ministry of Education's [New Teacher Induction Program](#) (NTIP) is a mentorship and training program for beginning teachers.

The OTF's [Survive and Thrive](#) website is designed for beginning teachers, occasional teachers, mentors, and teacher candidates, with many useful tips and resources.

ELEMENTARY

A podcast from the Elementary Teachers' Federation of Ontario.

Available on most podcast apps
and at **etfo.ca**.



ETFO AWARDS PROGRAM



ETFO Awards

Every day, ETFO members make outstanding contributions to curriculum development, the arts, the environment, science and technology, children's literature, health and safety, equity and social justice, 2SLGBTQ+ realities, and humanitarian causes.

The ETFO Awards Program recognizes distinguished academic achievements and outstanding contributions to education and the Federation by its members and others. The ETFO Awards Program offers a financial incentive for some awards and a certificate of recognition from the ETFO President.

ETFO Scholarships and Bursaries

ETFO's Scholarships and Bursaries Program offers financial incentives to members and non-members entering faculties of education, members studying at the graduate level, and members upgrading their qualifications at publicly funded universities/institutions.

APPLICATION DEADLINES

APR 30

Scholarships and Bursaries

FEB 1

Awards

25

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