

CUPE EDUCATION WORKERS

MAKING SCHOOLS WORK



WORK-TO-RULE INSTRUCTIONS

EFFECTIVE SEPTEMBER 10, 2015

All Classifications

Phase 1

1. Follow the terms and conditions of your Collective Agreement.
2. Working only hours of work. Do not come in early or stay late. Don't take work home.
3. Take all breaks and lunch
4. No volunteering –or other non-paid actives.
5. Take overtime in the form of money and not lieu time.
6. Don't take calls or answer email from your supervisor or manager at home.
7. Don't allow volunteers to do our work
8. Do not attend unpaid meetings
9. Work at a safe pace
10. Do one task at a time (no multi-tasking)
11. Don't do the work of other union members
12. Do not call your own supply (replacement) when absent
13. Wear pink or another visible show of solidarity on bargaining days (10th, 11th, 15th, 16th, and 17th, of September) and display work-to-rule materials.
14. Under Health and Safety and the right to know send an email to the Principal asking if any of the children with whom you are working have a record of violent behaviour in their OSR. If yes, ask to see the student safety plan.

If you have questions or concerns about work-to-rule, please call *(Name)* at *(phone number)* or email *(email address)*

DM/jb/cope491

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Stay in touch – visit (www.osbcc.ca), on facebook at www.facebook.com/CUPEducationworkers or on Twitter: @osbcc for the latest information. Please email reports to work-to-rule activities to (*email address*)

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