



Administrative Procedure 2105

Scent Controlled Facilities

Board Governance Policy Cross Reference: [1](#), [11](#), [12](#), [13](#)

Administrative Procedures Cross Reference:

Form Cross Reference:

Legal/Regulatory Reference:

[Manitoba Workplace Safety and Health Act and Regulation](#)

Date Adopted: February 2016

Amended: November 2021

The Brandon School Division supports a healthy environment for staff, students, parents, visitors and volunteers. Every effort will be made to limit in the environment exposure to strong scents that cause discomfort or impact the health of sensitive individuals.

The use of scented products and highly scented flowers by Division employees, students, parents, visitors and volunteers is discouraged. Use may be prohibited if circumstances warrant. The Division will utilize appropriate signage for informing visitors of the scent limitations.

Scents refers to any product that produces an odour strong enough to be perceived by others. This includes but is not limited to colognes, perfumes, aftershave products, lotions, powders, deodorants, hair products, cleaning products, scented candles, essential oils, other personal products and highly scented flowers.

With consideration to the *Manitoba Workplace Safety and Health Act and Regulation*, the following is provided to implement the Administrative Procedure in a safe and respectful manner:

1. A student or an employee with concerns about scents or other odours associated with products should contact their Teacher/Supervisor/School Leader.
2. The Teacher/Supervisor/School Leader determines the cause of the concern and the options available.
3. If the scent is a result of an individual using a scented and/or fragrant product, the Teacher/Supervisor/School Leader discusses the concern and instructs the individual of the need to refrain from using the product.