

SAFETY PROGRAM

The Board of Education recognizes that the safety of students, employees and the public is paramount in all school operations. Safety will not be sacrificed in the interest of time or money. All students, employees and the public are to comply with all safety laws or ordinances. Unsafe conditions observed by an employee are to be promptly reported to the administration and will be corrected immediately. AU employees are responsible for safety and are to file safety and health hazard reports with the district's Safety Committee whenever hazards on the job are encountered.

The Board authorizes the Safety Committee to identify potential loss areas, select and implement safety and control programs to deal with potential problem areas and monitor the effectiveness of the selected programs.

The Safety Committee is to address and provide guidance on the following principal areas of concern:

1. accidents and incidents;
2. inspection of buildings and grounds;
3. inspection of district vehicles;
4. establishment of loss control procedures;
5. implementation of insurer recommendations;
6. review of safety programs in all areas of school operations; and
7. providing employees with safety information.

Each of these areas is to be analyzed by using the following risk and safety management steps:

1. identify problem areas;
2. select alternative solutions;
3. choose the appropriate solution;
4. implement the solution; and
5. monitor results and institute change, if necessary.

The programs shall incorporate the following objectives:

1. accident prevention through effective supervision of the district's services and student activities while educating students and district employees to develop good safety habits;
2. fire prevention by avoiding careless misuse of materials;
3. prevention of boiler explosions through proper maintenance and inspection procedures; and
4. prevention of burglary, robbery, vandalism, and theft through provisions of proper controls and safeguards related to equipment and money.

The Safety Committee is to meet monthly to review all safety and health hazard reports by employees, accident reports, workers' compensation claims, reports and recommendations of safety and health inspectors, and other matters the Coordinator of the Safety Committee places on the agenda. The Safety Committee is to investigate all federal and state-mandated employee safety and health training requirements and report its findings and recommendations to the Board at least once each month.

ADOPTED: 5/23/94