

SCHOOL Safety Matters

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Monthly Safety Tips

Heat Index

Over exposure to heat can be dangerous to athletes and those of us who work outdoors this time of year. This danger increases with higher humidity much like the cold is influenced by the wind chill. This phenomenon is known as the heat index. Go to <http://www.osaa.org/heatindex/> to see the current index for your area so that you can plan activities accordingly and stay safe.



Employee Injuries

An important function of a safety committee is to review and discuss accident reports and to investigate their cause in order to prevent similar accidents in the future. Risk Management is working to make employee injury reporting electronic so this process is easier and more interactive. Look for more details to follow.



As we kick off the 2014-15 school year, it is once again time for an installment of *School Safety Matters*, Risk Management's newsletter for safety committees. The work of a School Safety Committee not only helps to keep students and staff safe but can be beneficial in helping the school run smoothly. This month, we focus on the committees themselves and provide some suggestions for helping them run as effectively as possible.

- The committee should be a representative sample of the school. An administrator, secretary, custodian, and a representative from P.E., athletics, science and various grade levels. Each representative provides valuable perspective and contribute to the committee's success.
- Student and staff accidents should be reviewed at every meeting with emphasis on what could have been done to prevent this from occurring and what should be done to prevent similar accidents in the future.
- Meetings should be kept under 30 minutes and the focus should be on problem solving and issue resolution.
- A copy of the meeting minutes should be sent to Risk Management Department, and one should be retained by the school for three years.

When school Safety Committees meet for the first time in September, it is a opportunity to set the tone for the year. The student and staff accident reports from the previous year should be reviewed in order to identify any potential trends or areas that can be improved during the school year.

Playground and P.E. Supervision

Successful playground and P.E. supervision is directly related to our knowledge of safe play behavior. The following are some strategies for building and maintaining that knowledge every day.

- Review the gym and playground rules on a regular basis. This should be done a minimum of three times a year; ideally, at the beginning of the school year and then immediately following Winter and Spring Breaks.
- Be present and attentive. Staff should be on the playground before the students arrive and should stay in proximity to the areas of activity. The students should always be within sight and sound and staff should avoid being distracted while on duty.
- Understand the playground design. Not all equipment is appropriate for all ages.
- Alter the supervisors location so that the greatest area is being supervised at all times and avoid having two or more supervisors in one area whenever possible.

We work hard to design gyms and playgrounds to be fun, safe, and low maintenance. Quality supervision is equally important to ensure every child has an enjoyable, educational, and safe experience on each of our playgrounds.

For additional information, there is **optional** training available through SafeSchools on the Risk Management page of the Intranet.

Please call Risk Management at ext. 4560 if we can help you with any safety question or if you have any safety tips that should be forwarded to the rest of the District.