



BACK TO SCHOOL SAFETY

Schools are not typically thought of as dangerous environments; yet, each year thousands of education employees in the US suffer neck, back, shoulder, and lower extremity injuries due to slips, trips, and falls or while moving supplies and equipment. Many of these injuries occur while staff are setting up classrooms for the start of a new school year.

Utilize Safe Work Practices to Avoid Being Injured Before School Starts

- ✓ Use safe lifting practices and good body mechanics when moving supplies or equipment.
 - Analyze the load - **ask for help if it's heavy or awkward.**
 - Make sure the path is clear before starting.
 - Lift with your legs, not your back!
 - Carry the load close to your body.
 - Don't twist while lifting.
 - ✓ Step Up Safely - **Never stand on a chair, table, or other furniture.**
 - Use a ladder with slip-resistant feet.
 - Always face the ladder when climbing – grip the rungs and keep your hips between the rails.
 - Use a tool belt, hand line or other system to raise/lower items as needed so you can maintain 3 points of contact with the ladder at all times, i.e., 2-hands and 1-foot or 2-feet and 1-hand.
 - Always post warning signs and lock or barricade the door if using a ladder near a doorway.
 - Never stand on the top step of a step ladder or top 3 rungs of a straight, single or extension ladder.
 - Avoid leaning or overreaching while working on a ladder – move the ladder closer to the work.
 - ✓ Secure and Cover Cords - Electrical cords crossing walkways create trip hazards. **Keep cords secured and covered or better yet, route them so they are completely out of walkways.**
 - ✓ Eliminate Slippery Surfaces - Use walk-off mats near entrances, cover containers with lids to prevent spills, and clean up spills immediately or report them.
 - ✓ Stay Clutter-Free -
 - Organize and store teaching materials/supplies to eliminate trip hazards in your classroom.
 - **Designate a safe spot for students to store backpacks, books, coats, etc.,** so they don't end up on the floor around the desks and in walkways in your classroom.
 - ✓ Maintain a Clear Line of Vision - Workers can collide when making turns in hallways and at blind corners or cubicle walls. Keep your eyes on path and slow down to avoid a collision.
 - ✓ Open Doors Slowly to avoid a collision with someone on the other side.
 - ✓ Wear appropriate shoes for the task at hand.
- Why Not Set a Goal to Make SAFETY a Priority This Year?**
- ✓ Complete your SafeSchool modules early this year.
 - ✓ Become More Involved with Safety at Your School...
 - Keep an eye out for safety.
 - Volunteer to serve on the Safety Committee.
 - ✓ Take time for *Pre-Task Planning* before starting non-routine or high-risk jobs.



SAFETY MATTERS

Protect YOURSELF and others -
"If you see something...
say something OR do something!"