



## **SAFETY FIRST**

### **PERRY TOWNSHIP SCHOOLS EMPLOYEE SAFETY NEWSLETTER MAY 2017**

#### **DON'T LET THIS HAPPEN TO YOU!**

Here are descriptions of two recent accidents in our township:

1. An employee sustained a muscle strain and a lower back injury from lifting a full 30-gallon bag out of a trash barrel. These bags are difficult to lift because of their weight when full and the height they have to be lifted to clear the top of the barrel. The suggested way to remove a bag from a barrel is to 1) tie the top of the bag so it is closed, 2) place the barrel on its side, and 3) slide the trash bag out of the barrel. It will slide easily in this position thus avoiding an injured back.
2. An employee sustained a knee injury while exiting a bus. As she stepped down, her knee gave out. Keep in mind the alternative method of exiting a bus or truck especially if you have a previous knee issue. That is maintain three points of contact while exiting facing the interior of the bus thus exiting 'backwards'. This method will enable one with a previous knee issue to exit with less pressure on the knees. Of course, one's hands should be free of items when exiting in this manner.

#### **ARE YOU CHANGING ROOMS?**

Many Perry staff members will move locations before the next school year begins. Others are retiring or just moving on. With those moves comes the dreaded job of loading boxes and physically moving them. Whether you are a classroom teacher, aide, secretary, or custodian, please use common sense and caution. Here are a few important reminders.

#### **Lifting Safety**

Moving objects from one place to another is a common task. Pushing, pulling and lifting can be done effortlessly and safely with thoughtful planning. Know your physical limits and remember these guidelines.

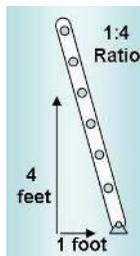
1. Ask for help for large jobs. Your custodian has the equipment that will enable a safe move.
2. Be realistic when assessing the load. **Plan the move in your mind before you begin the physical task.** If you **think** the load is too bulky or heavy, it is!
3. Never store heavy objects higher than your shoulders. Lifting even the lightest objects over one's head puts additional strain on the back.
4. Ask for assistance or break the load into smaller, more manageable sizes.
5. Warm-up your back and leg muscles. Learn some simple stretching exercises.
6. In preparation for lifting, stand close to the object with your feet about a shoulder width apart.
7. Squat down, bending at the hips and knees. Keep your back straight and rise looking forward.

8. Grip the load, arch your lower back inward and rise slowly. Again, keep the load close to your body.
9. **Avoid** twisting your torso while carrying a load. **Turn your whole body** in the direction you want to go. Twisting places additional stress and strain on the spine and back muscles.
10. To lower the load, **squat first**, bending naturally at the hips and knees. Keep your lower back arched inward.

### Ladder Safety

Ladders are a common and useful tool. Their hazards are easily overlooked, so be careful. Keep these rules in mind when using ladders:

- Ask your custodian for the proper ladder for the job.
- Use a ladder when the job requires it. **Chairs, boxes and desks are not ladders and are unsafe to stand on.**
- Use the correct ladder for the job. There are numerous types of ladders. Make sure you choose the right ladder for the job you are to perform.
- Inspect the ladder **BEFORE** you use it. Check the rungs, spreaders and side rails before use. Never use a damaged ladder.
- Use common sense when working on ladders. Never lean or reach too far to either side; move the ladder if necessary. Check for slippery surfaces and uneven footing.
- Climb and descend ladders **CAUTIOUSLY**. Face the ladder and hold on with **BOTH** hands.
- Carry tools on a tool belt or raise and lower them using a hand line.
- Check your shoes for slippery substances.



### Welcome Mr. A. J. Martzall

The employee safety committee would like to welcome Mr. Martzall to the committee as a new member representing our schools. Mr. Martzall is replacing Mr. Kirby Schott who is the new facilities director for Perry Schools. Mr. Martzall is an assistant principal at Southport High School.

### EMPLOYEE ACCIDENTS IN APRIL

1. An employee sustained a knee injury while exiting a bus.
2. An employee injured his neck and head from an accident involving a bus and another vehicle.
3. An employee injured her back from removing a trash bag from a barrel.
4. An employee was pulling a cart while another employee was pushing the cart. This resulted in an injury to the employee who was pulling as the cart ran over his foot.
5. An employee fell to her knees and sustained minor injuries after tripping on an uneven section of sidewalk.
6. As a result of tripping over a downspout, an employee suffered injury to her knee and wrist.
7. A student punched an employee in the face.