



## **SAFETY FIRST**

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

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

Here are descriptions of two recent accidents in our township:

1. An employee sustained injuries while assisting a student on a bus. The driver did not wait for the employee to sit before accelerating. As a result, the employee fell onto her knee and right side. Safety rules and common sense rule here. Drivers, please wait for everyone to be seated before driving forward.
2. An employee approached an office entrance and slipped on the terrazzo floor. No evidence of moisture was found. Remember, the transition from carpet to tile or terrazzo can be hazardous. Use more caution on these types of floors because they can be slippery from many causes.

#### **SLIPS, TRIPS, AND FALLS—STILL NUMBER 1!**

When asked what type of accident is the leading cause of injury, most people would probably answer car accidents. However, the real answer is that slips, trips, and falls occur the most in our everyday lives. The Consumer Product Safety Commission estimates that accidental falls account for the most hospital visits each year. Falls are the leading cause of unintentional death for individuals 65 and older, with 11,000 deaths occurring annually.

Schools are at high risk simply because of the large volume of people who frequent the buildings on a daily basis. With this large volume of traffic, properly maintaining the facility's walking surfaces is essential in helping to prevent slips, trips, and falls.

#### **Here are some of the most common areas for slip, trip, and fall accidents:**

- Entrances—especially when moisture is present. Use a mat if one is present.
- Stairs and ramps—always hold the hand rail.
- Rugs or faulty carpet—watch for turned up corners or tears.
- Sidewalks or parking lots—watch for deteriorated areas especially after winter freezes.
- Classrooms or office areas—be aware of cords & cables on the floor and items such as boxes or books.
- Restrooms—watch out for wet and slippery floors.
- Floors near drinking fountains—walk on mats when available.
- Areas with dripping condensation or leaking pipes—report them so they can be mopped.
- Anywhere the flooring changes in texture and level such as carpet to tile—always be aware.
- On a flat surface for no apparent reason—pay attention to what you are doing while walking.

The Perry Township employee safety committee continuously monitors our properties for potential hazards. A building safety audit is performed each semester to identify hazardous areas with recommendations for proper remedies. We also receive valuable input from our staff and work diligently to get problem areas corrected. A hazard reporting form is included at the end of this newsletter for your use in helping us correct any hazard in your building.

## **LIKE A GOOD SCOUT, BE PREPARED—INCLEMENT WEATHER IS ON THE WAY!**

Is it too early to talk about snow and ice in October? Probably, but it is best to be ready and not wait until it is too late. Many of our slips and falls are caused by inclement weather. Rainy, snowy, or icy surfaces play havoc with us on our way into and out of work. Our grounds crew and custodians do a great job of getting sidewalks and parking lots ready for your arrival, but weather changes before school or even throughout the day are expected and beyond our control. Think about getting prepared now for what is eminent.



- ✓ Be sure to have the right type of footwear for these conditions.
  - Bring an extra pair to work and keep them stored just in case your parking lot becomes icy during the day.
  - Be ready to wear safe footwear into the building and changing once inside.
  - Consider buying ice cleats to use when walking on our parking lots and sidewalks.
- ✓ If you are a bus driver, be sure you have a pair of cleats. Have them ready to go.
- ✓ Custodians check to be sure you still have a pair of cleats for walking outside.
- ✓ Get ready now. Some buildings begin very early in the morning and icy conditions can easily sneak up on you.

## **HAVE YOU HAD TO USE A CPI RESTRAINT?**

Many times throughout the school year, students present a need for the use of a CPI restraint to protect that student or others from harm. Our committee discusses several staff injuries each month related to the use of CPI restraints. Kathy Smyser, a certified CPI trainer and member of our employee safety committee, sends this reminder: *When using CPI restraints and holds, please remember...two people is the minimum needed to restrain an individual. Always call for assistance before applying a hold or restraint. Remember, Care, Welfare, Safety and Security for all of the learning community.*

## **EMPLOYEE ACCIDENTS IN SEPTEMBER**

1. An employee leaned to one side of her chair and fell over causing injury to her arm and shoulder.
2. While closing an overhead hatch on a bus, an employee pulled a muscle in her shoulder.
3. An employee fell when her wet crutches slid on the tiled floor.
4. An employee injured an elbow and hip from a fall.
5. While walking up stairs, an employee tripped and suffered a chin injury.
6. A student threw a chair at an employee causing an injury to the employee's wrist and leg.
7. An employee suffered a football injury while participating in a video of staff playing football.
8. An employee tripped and injured his foot.
9. An employee sustained an injury from the handle of a window he was attempting to close.
10. An employee was struck in the head by a basketball during class.



# Perry Township Schools

## **HAZARD REPORTING FORM**

*Use this form to report any unsafe hazard in your workplace. Be as specific as you can.*

NAME (OPTIONAL) \_\_\_\_\_ Date \_\_\_\_\_

LOCATION \_\_\_\_\_

EQUIPMENT/AREA \_\_\_\_\_

DESCRIPTION OF HAZARD:

SUGGESTED CORRECTIVE ACTION TO MINIMIZE HAZARD:

Please submit this form to your supervisor or Ken George via interoffice mail.

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Corrective action taken:

Committee Comments: