

# SENECA VALLEY SCHOOL DISTRICT

SECTION: PROPERTY

TITLE: SAFETY

ADOPTED:

REVISED:

<p>1. Purpose</p> <p>2. Authority</p> <p>3. Delegation of Responsibility</p> <p>4. Guidelines</p> <p>Act 57 of 1996</p>	<p style="text-align: center;">705. SAFETY</p> <p>The Board recognizes that district facilities must be maintained and operated in a condition that is safe for students, staff and visitors.</p> <p>The Board directs that a district-wide safety program shall be maintained to ensure a safe environment for all students, staff and visitors as well as to protect district buildings, equipment and property. The safety program shall provide instruction for students and staff in safety and accident protection, protective devices where they are required for safety, and suitable and safe equipment necessary for the conduct of the educational program and operation of the schools.</p> <p>The Superintendent or designee shall prepare rules governing school safety and prevention of accidents and fire, which shall include the requirements of law and applicable regulations of various departments of State government.</p> <p>The Superintendent shall review annually with the Board all procedures and rules dealing with the safety of students and staff and safe operation of school facilities.</p> <p><u>Certified Safety Committee</u></p> <p>A safety committee shall be established to promote the district's goals concerning safe schools. It shall be the responsibility of the safety committee to:</p> <ol style="list-style-type: none"> <li>1. Evaluate the current district safety program.</li> <li>2. Conduct periodic inspections to locate and identify safety and health hazards.</li> <li>3. Review incident and accident report and investigation forms.</li> <li>4. Evaluate for effectiveness newly implemented safety equipment or health and safety procedures.</li> </ol> <p>The safety committee shall meet monthly, and minutes shall be taken and maintained.</p>
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All decisions of the committee shall be by majority vote of members present.

The Superintendent or designee shall ensure that all committee members are adequately trained.

Safety Practices

Pupils and employees shall be safety conscious at all times. All instructions issued for fire drills, disaster preparedness, civil defense drills, gymnasium classes, shops and laboratories shall be observed. Streets shall be crossed at designated crossing areas and all driving regulations shall be observed. Eye protection devices shall be worn by all persons engaged in or within the area of activities with known dangers.

Reporting Accidents

1. Employees

An employee injured in the course of performing duties at school must report this accident promptly to the central office within three (3) days after the date of injury, if the injury results in disability continuing for more than the day in which the injury was received. Delay in reporting may result in loss of Workers' Compensation benefits.

2. Pupils

In case of accident at school or in connection with a school sponsored function, the following procedure should be followed:

- a. If the accident occurs during the school day, the student should be sent to the school nurse or the school nurse brought to the pupil, depending on the nature of the accident. If the school nurse is not in the building, the principal should be notified at once.
- b. If the accident occurs when school is not in session, the teacher-in-charge shall take the pupil to the child's family doctor, if s/he is available; otherwise, to any available doctor.
- c. A pupil's welfare is the most important consideration. Teachers can never insist upon too much care for the prevention of accidents. They should exercise every precaution to prevent their occurrence.

Christmas Decorations

No live trees are permitted in the classroom. When trees are used, they must be treated, by the maintenance department only, with a fire-retarding solution and placed in a bucket or other receptacle which contains a fire-retarding solution. Electric lights or candles may not be used on trees. Trees and other decorations are to be taken down prior to leaving for the Christmas vacation. Fire safety rules and regulations must be adhered to at all times.

Fire-Retarding Solution

Anyone of the following solutions may be used: 18 oz. Borax and 8 oz. Boric Acid dissolved in two (2) gallons of water; or one (1) pound Ammonia Sulfamate dissolved in two (2) gallons of warm water; or, one (1) gallon of Sodium Silicate mixed with one (1) gallon of water.

Reporting Accidents

Pupil accidents shall be reported immediately as prescribed in policies relating to school health services.

Injuries

Any students having received head injuries at recess, in the classroom, or in physical education class must be accompanied with either an adult or a student to the nurse is office. No student having received any kind of a head injury should be sent to the nurse by him/herself.

School Code  
510, 1518