School employees…Work together to prevent injuries

No one likes to see a student or co-worker hurt. The most frequent injuries occur to school employees when they slip, trip or fall and due to lifting or other physical activities. By working together, many injuries can be prevented.

How can you help prevent injuries?

**Discourage** students, teachers and others from climbing on desks or chairs. They are not built for the weight of a person and many injuries occur because of falls off of these items.

**Encourage** the use of step ladders with hand holds in each work area. Use them. Hold on to the handle.

**Discourage** overloading of garbage cans and recycling bins. Custodians are frequently injured by lifting heavy bags of trash.

**Reduce** clutter. This will help you stay organized, prevent trips, slips and falls, and make it easier for custodial staff to clean the building. Reduce clutter in every location - office areas, classrooms, cafeterias, gymnasiums and vocational education areas.

**Recycle** as much paper as possible. Take reasonable amounts or paper to the recycling bins regularly.

**Reduce** food consumption and drinking anything but water outside of the kitchen and dining area.

**Clean** spills quickly to prevent stains and to reduce the risk of another person slipping and falling.

**Report** hazardous conditions or situations to your supervisor. Most school districts have a procedure to prioritize repairs as well as to address other threats to the safety of school personnel.

**SafeSchools** on-line training site offers addition school safety guidelines. The General Safety Orientation course is a good place to start. For more information call an ESD 112 Loss Control Specialist at (360) 750-7504.