

## STAFF SAFETY

The board recognizes that safety and health standards should be incorporated into all aspects of the operation of the district. Rules for safety and prevention of accidents shall be posted in compliance with OSHA and WISHA requirements. All hazardous chemicals will be identified and properly labeled. Staff members will be trained in the use of these chemicals specific to their respective jobs. Proper records will be maintained to verify that all of the preventive and safety measures are in place. Injuries and accidents shall be reported to the district office.

The district shall have at least one staff member at each school and work site in the district who holds a valid certificate of first aid training from the department of labor and industries, U.S. Bureau of Mines or the American Red Cross or equivalent training provided by the district nurses. Each school and work site shall have first aid supplies readily accessible and if the work site has more than fifty employees a first-aid station shall be established.

All district full-time, part-time, and contractual employees are required to wear district issued photo identification. Substitute employees are required to wear identification as provided by their supervisor. Identification may be worn on a district provided lanyard around a person's neck or clipped to an individual's shirt or jacket so that it is easily visible.

Administrators, custodians, maintenance staff, and other staff as assigned by the superintendent shall carry a two-way radio provided by the District during work hours and when supervising or working at extra-curricular activities. These radios are to communicate work-related needs and for responding to campus safety needs.

Administrators may be provided cellular telephones. These phones are to receive telephone calls whenever the administrator is not available at a regular telephone or by radio. Administrators are not required to be available when they are on vacation.

This requirement will be in effect beginning January 2004.

The superintendent shall develop necessary safety and health standards to comply with Department of Labor requirements.

Cross Reference:     Board Policy 6510     Safety  
                          Board Policy 6512     Infection Control Program

Legal References:    RCW 49.17             Washington Industrial Safety and Health Act