

Akron Public Schools
OFFICE OF CAREER EDUCATION

BULLETIN #4 : Safety Awareness (Legal Notes, OASSA 4/6/84)



If your program involves potential hazards, it is **imperative** that you take preventive measures to lessen the chance for injuries and lawsuits and to assure safe laboratory/work site conditions for students. Following are points for you to review, share with your students and to take appropriate steps to strengthen your safety program:

1. No student may operate any piece of equipment without successfully passing a safety test specifically designed to reflect competencies with each particular piece of equipment.
2. Courses of study/lesson plans should include teaching, review and evaluation of safety procedures.
3. Safety awareness and procedures should be an **EARLY** part of your instructional program. Regular safety instruction and testing should be done during the course, along with a concluding unit which covers safety problems which may exist on the job. **Safety test results should be kept on file for five (5) years to provide documentation in case of future lawsuits.**
 - • Teachers must inspect equipment on a weekly basis to insure safety operation.
 - • Immediately disconnect from the power source & report for repair ALL unsafe equipment.
4. Establish safety rules for your program; have signed by students/parents/guardian; **keep on file for 5 years.**
5. Proper safety equipment **MUST** be available **AND USED**. For example, there must be safety guards on all machines ~ failure to do so could expose the teacher and administrator to liability for injury. **Eye protective devices**, protective clothing and appropriate footwear must be used. Section 3313.643 of the Ohio Revised Code (following page) requires students and teachers to use quality eye protective devices at all times.
6. In addition to safety devices, proper supervision must be ensured. Instruct the students on how the equipment works, the potential dangers and the safety rules to be followed. When substitute teachers are employed ~ **before allowing them to use dangerous equipment or instruments** ~ the school administrator must take extra precautions to assure that the teacher can adequately supervise students. **Safety rules must be posted near each piece of equipment.**
7. Many Career Ed. students participate in private/public sector employment or experience through Internship, Advanced Training Option, Apprenticeship, Work Study, Co-op or Early Placement. School personnel have an obligation to check the safety environment of the business/industry where students are assigned. Failure to do so could subject the school to liability from work-related injuries sustained by a student. If an injury occurs on the job, the employer is responsible for providing appropriate medical assistance. Accident report forms **MUST** be completed for the principal and coordinator.
8. **Students are NOT to operate unsafe equipment.** Such equipment **MUST** be disconnected, tagged for repair and reported ~ in writing ~ to your principal and the Office of Career Education.
9. For those students on Internship, Advance Training Option, Apprenticeship, co-op or early placement jobs, all forms must be completed and signed **PRIOR** to student's experience.
10. Encourage students who are not covered by family medical-accident insurance to purchase the school insurance policy at the beginning of the school year. Contact the Office of Career Education for details.
11. Each teacher should have appropriate liability insurance coverage, beyond that which is provided by the Akron Board of Education; e.g., home owners, Association of Career and Technical Education, etc.
12. For any program with laboratory (shop) experience away from the school campus, it is required that the homeowner or client has appropriate **liability insurance**.
13. Schools should have conspicuously posted emergency phone numbers for use when an injury requires professional medical assistance. In case of injury, suggested steps in a timely fashion should include:
 - A. Provide first aid, as required
 - B. Call 911 and request a paramedic, if needed
 - C. Notify principal and parent
 - D. Complete an APS accident report form for the building principal and Career Education
14. Emergency cards **MUST** accompany all students any time they leave the school grounds (e.g., field trips, State contests, CTSO activities, etc.)

Ohio Revised Code, Section 3313.643

General Assembly: 113.

Bill Number: Amended Sub. House Bill 222

Effective Date: 11-3-89

Every student and teacher of a school, college or other educational institution shall wear industrial quality eye protective devices at all times while participating in or observing any of the following courses:

A. Vocational, technical, industrial arts, fine arts, chemical, physical or combined chemical-physical educational activities, involving exposure to:

- 1. Hot molten metals or other molten materials**
- 2. Milling, sawing, drilling, turning, shaping, cutting, grinding, buffing or stamping of any solid materials**
- 3. Heat treatment, tempering or kiln firing of any metal or other materials**
- 4. Gas or electric arc welding or other forms of welding processes**
- 5. Repair or servicing of any vehicle**
- 6. Caustic or explosive materials**

B. Chemical, physical or combined chemical-physical laboratories involving caustic or explosive materials, hot liquids or solids, injurious radiations or other hazards.

Such devices may be furnished for all students and teachers, purchased and sold at cost to students and teachers or made available for a moderate rental fee and shall be furnished for all visitors to such shops and laboratories.

The superintendent of public instruction, or any other appropriate educational authority designated by the superintendent, shall prepare and circulate to each public and private educational institution in this state instructions and recommendations for implementing the eye safety provisions of this section. The bureau of workers' compensation shall ensure compliance with this section.

"Industrial quality eye protective devices," as used in this section, means devices meeting the standards of the American national standard practice for occupational and educational eye and face protection, Z87.1-1968, approved by the American national standards institute, inc., and subsequent revisions thereof, provided such revisions are approved and adopted by the industrial commission.