



HEALTH & SAFETY NEWSLETTER

SEPTEMBER 21, 2017

PRESENT:
MANAGEMENT: SHARLENE BOWERS, MELISSA MCGARRY, SHAYNE OLSEN
KTTA: AMANDA JENSEN, LAUREL MACPHERSON, GREGG HAFELI
CUPE: CARLO SIA
PRINCIPALS: SHERYL LINDQUIST

Call to Order

Chairperson Hafeli called the meeting to order at 8:32 a.m.

Adoption of the Minutes

The minutes of the June 15, 2017 meeting were adopted as circulated.

Adoption of the Agenda

The agenda was amended to show Protocol for blankets and pillow cases with bodily fluids, check-ins entering school buildings, and buses on 9th Avenue added to New Business.

Old Business

WorkSafe Orders - Westsyde:

The Management Rep advised a survey of dust collection systems in all High School has been completed. All units that were recirculating air within the shops have been modified and no longer recirculate. Capital requests have been submitted to upgrade five of the shops; this will include bringing in make up air. A KTTA Rep inquired about the use of hardwoods, and a Management Rep advised that if the adjustments were not made then hardwoods could not be used, but the changes that were made have allowed for the use of hardwoods.

Water Testing:

The Management Rep advised water testing is ongoing. Each year 1/3 of the schools must be tested, and the focus this year will be rural schools, with the next two years focusing on the north shore and south shore. The focus will be ensuring that controls put in place are actually working. A KTTA Rep asked if feedback has been received from administrators as to how the flushing program is working. The Management Rep stated she has asked at any schools she's visited, and reminding to post stickers that were supplied. There has been very little negative feedback re-

ceived, and individual questions have been addressed.

Review of OHS Program:

The Management Rep requested that members review the OHS program prior to next month's meeting. The document was shared with members at the end of the last school year, and will be emailed out again.

NEXT MEETING:

October 26, 2017 in the Boardroom at the School Board Office.

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New Business

Monthly Reports:

The following reports were reviewed:

- Custodial Safety Inspection Checklist
- Incident Report Summary
- Worksite Safety Committee Minutes
- Automotive Hoist Checklist
- Secondary Science Safety Checklist

It was suggested that the expectation around submission of checklists be raised at the next admin. meeting. Management will instead follow up with new principals individually.

There was discussion around tracking student incidents/violent incidents in MyEDBC. It was suggested that student safety plans should be kept in a binder in a central location for regular and relief staff to access required. The Management Rep will check with the Director of Student Support Services to see what the plan is going forward. The KTTA Rep requested that the Director of Student Support Services be invited to speak at a future meeting. A Management Rep suggested that as a first step Director of Student Support Services be asked where the plans are kept, and if there is a consistent plan for schools.

Asbestos Inventory:

A Management Rep stated that the Maintenance department had asked if

there was a spot within the schools where the binders should be available. The Principal Rep advised the rule is that the binder should be located in the principal's office (red binder with a yellow spine). The Principal Rep suggested that the annual admin. checklist be sent out, which includes a reminder for the asbestos binder. A CUPE Rep suggested a digital copy could be made for maintenance to access. Shayne stated that perhaps the information could be uploaded to the FAME system, where school maps are already stored.

Protocol for Blankets and Pillows with Bodily Fluids:

A CUPE Rep advised that a First Aid member has advised they have blankets and pillow cases in the first aid room, where some have moved to disposable. If these come in contact with bodily fluids, whose responsibility is it to take them and wash them? A Management Rep suggested the old wool ones be thrown away and replaced. The Principal Rep advised this is generally school-based, as at some locations staff don't mind washing them. A CUPE Rep suggested official direction be sent by management.

Check-ins at Schools

A CUPE Rep advised that some

schools still have doors unlocked that are being accessed, as opposed to directing all traffic through the main door. This is particularly an issue at the Henry Grube Education Centre, with both public and district employees. It was suggested that a reminder be sent out to secretaries advising that all visitors must check-in. A Management Rep agreed the issue requires further discussion, as there are doors that cannot be locked due to access issues.

Buses on 9th Avenue:

A KTTA Rep advised teachers are concerned it's becoming unsafe with the buses travelling on 9th Avenue to pick up students with the number of buses and arrangements for pick up. The teachers asked if protocols for high traffic areas are ever evaluated. A Management Rep suggested the Manager of Transportation be asked to come and observe for an afternoon. The Principal Rep suggested there is also a supervision issue, combined with parent pick-ups.

Meeting adjourned 9:34 a.m.

Monthly Safety Tip



Smoke Alarms at Home



SMOKE ALARMS ARE A KEY PART of a home fire escape plan. When there is a fire, smoke spreads fast. Working smoke alarms give you early warning so you can get outside quickly.

SAFETY TIPS

- Install smoke alarms in every bedroom. They should also be outside each sleeping area and on every level of the home. Install alarms in the basement.
- Large homes may need extra smoke alarms.
- It is best to use interconnected smoke alarms. When one smoke alarm sounds, they all sound.
- Test all smoke alarms at least once a month. Press the test button to be sure the alarm is working.
- There are two kinds of alarms. Ionization smoke alarms are quicker to warn about flaming fires. Photoelectric alarms are quicker to warn about smoldering fires. It is best to use both types of alarms in the home.
- A smoke alarm should be on the ceiling or high on a wall. Keep smoke alarms away from the kitchen to reduce false alarms. They should be at least 10 feet (3 meters) from the stove.
- People who are hard-of-hearing or deaf can use special alarms. These alarms have strobe lights and bed shakers.
- Replace all smoke alarms when they are 10 years old.

FACTS

- ❶ A closed door may slow the spread of smoke, heat, and fire.
- ❷ Smoke alarms should be installed inside every sleeping room, outside each separate sleeping area, and on every level. Smoke alarms should be connected so when one sounds, they all sound. Most homes do not have this level of protection.
- ❸ Roughly 3 out of 5 fire deaths happen in homes with no smoke alarms or no working smoke alarms.



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Incident Reports | September 2017 (Public Version)

Incident Description	Injury Type	Recommendations
Student was asked to perform a non-preferred activity. The student has a history of hitting when they are frustrated. A safety plan is in place for employees working with this student.	Slap to legs	Review safety plan with employee, remind employee that safety is paramount and that the safety plan takes precedence on educational goals. We will also review other strategies to get the students attention that do not require the employee to get in the students space as per the recommendations of the district behaviour resource teacher and the school LART.
The Worker intervened when the boy kicked a boy, he became more agitated and kicked the Worker. She attempted to remove herself from the situation, the student charged her and punched. The worker used a CPI hold.	Hit to leg	1.) Function Behaviour Assessment 2.) Discuss alternate strategies for intervention 3.) One on One break to build intervention relationship.
Student has a history of hitting when they are frustrated. A safety plan is in place for employees working with this student. Slap to legs and kick to ankle and shin. Review safety plan with employee.	Slap to legs and kick to ankle and shin	Review safety plan with employee.
The student kicked the employee's right leg three times and did not stop until the employee moved away while sitting at the carpet. The student did not want to be there.	Kick to right Leg	Review safety plan with employee.
Employee was kicked and hit whenever requests to work were made.	no injury	Review Safety Plan with Employee.
Student kicked employee in the leg. Student continued to kick and came after me when I attempted to retreat. Student swung his fist at me. The scenario played out 2-3 times today.	kick to leg	Review Safety Plan with Employee.
Student kicked CEA when asked to perform task. Employee backed away and student continued to pursue me kicking and hitting. I left the room, student followed CEA to the door and threatened to throw a shoe at me. The room was cleared.	Hit to right leg x 2	Review safety plan with employee, remind employee that safety is paramount and that the safety plan takes precedence on educational goals. We will also review other strategies to get the students attention that do not require the employee to get in the students space as per the recommendations of the district behaviour resource teacher and the school LART.
Employee was working at primary playground emptying sand box when a gust of wind flipped the lid and sandwich left forearm.	Left Arm	
Student was on a cement curb and was told that it was unsafe and asked to get down. The student asked for a hand for help. The employee asked him to jump down. He asked for another hand to hold before jumping down. The employee praised him for jumping down. The student then began kicking the employee. The employee blocked, moved away and told him to stop but he continued to pursue kicking and swiping with his hands. The employee asked the student "don't you want me to go away? use your words." The student left the scene. The employee was kicked in the right calf and both shins while the employee backed away.	kick to right calf and both shins	Review safety plan with employee, remind employee that safety is paramount and that the safety plan takes precedence on educational goals. We will also review other strategies to get the students attention that do not require the employee to get in the students space as per the recommendations of the district behaviour resource teacher and the school LART.
Student was escalating and was asked to go to his safe room, when CEA called for back-up student lunged at CEA to take her radio away when she called for back-up. It took the CEA 5x to get a hold of back up CEA to come help. Student kicked CEA and punched in the legs repeatedly.	soreness in both legs	
Employee was playing baseball - pitching - I went to retrieve the ball, stepped and twisted by knee. I did not fall.	Left Knee	None provided.

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Incident Description	Injury Type	Recommendations
Student was in sensory room, staff following the safety plan. Student aimed and spit towards my face, the spit went into my right eye	fluid right eye	
Student kicked CEA when asked to perform task. Employee backed away and student continued to pursue me kicking and hitting. I left the room, student followed CEA to the door and threatened to throw a shoe at me. The room was cleared.	Hit to right leg x 2	Review safety plan with employee, remind employee that safety is paramount and that the safety plan takes precedence on educational goals. We will also review other strategies to get the students attention that do not require the employee to get in the students space as per the recommendations of the district behaviour resource teacher and the school LART
Employee was taking student for a walk down the primary hall. He was carrying the medicine ball. He dropped it and started kicking it. At the end of the hall I asked him to hand it to me. Once I had the ball he slapped my face.	hit to mouth and cheek	
Employee bent down to help a grade 2 student with a math worksheet. When employee crouched down the tip of the students pencil punctured employees knee. The pencil took some force to pull out	puncture left knee	
Employee was participating with class and twisted knee	right knee	
Employee was discussing school functions with other teacher and sat on a desk. Before employee had fully rested on desk it began to collapse. Employee fell backwards	neck both sides, left mid back, lower back	Do not sit on desks
Student was outside on Bench. Bell rang and I told him it was time to go in. He said No. Student got up and startled Employee. It took 2 people to walk him in. Scratch to right arm	scratch to right arm	
Employee was walking down the hallway and slipped on the floor and fell on her knees, hands, forearms and jarred shoulder. No contributing factors.	left foot sprained, glute sore, right side, upper right arm and shoulder sore	none - just an accident
Employee was walking with a cup of tea and tripped causing the hot tea to spill on employee arm.	burn to left forearm	
Student was having difficulties in class, slamming hands on desk. CEA left to get a comfort toy. Teacher approached and asked student if he was hungry or needed alone time. The student gave no response and then started kicking the classroom chairs, then head butted teacher,		Teacher to contact parent