



School District No. 73
(Kamloops/Thompson)

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HEALTH & SAFETY NEWSLETTER

SEPTEMBER 15, 2016

PRESENT:

MANAGEMENT: SHAYNE OLSEN, SHARLENE BOWERS, MICHELLE MARGINET
 KTTA: AMANDA JENSEN, DAVID KOMLJENOVIC, GREG HAFFELI
 CUPE: MARILYN THOMPSON
 PRINCIPALS: NONE PRESENT
 TRUSTEE: JOAN COWDEN

Call to Order

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

Adoption of the Minutes

The minutes of the June 16, 2016 meeting were adopted as circulated.

Adoption of the Agenda

The agenda was amended to show District Wellness Plan added to New Business.

Old Business

Water Testing

Given findings of elevated lead levels in the drinking water at some Prince Rupert schools, the Ministry of Education recommends that information regarding possible drinking water quality issues at other public schools across the province be gathered. A management representative advised that, as per the Ministry of Education's requirement, the district is testing for lead in drinking water. In June, a union

representative asked about testing for mercury. As a follow up, water quality advisors from interior health have advised that mercury, unlike lead, would not be present from internal building sources such as pipes or fixtures, but would come from external sources such as run off and contaminants. Both well and municipal water testing would reveal this contaminant if present. Testing will start in the next couple of weeks and will be done for

all schools and facilities in the district.

Radon Testing

The district is re-testing the radon levels in the North Thompson schools to ensure that the remediation efforts continue to be effective in removing any build up of radon. Mechanical ventilation is required to expel the radon from the building(s). This ventilation continues throughout the summer.

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

The revised incident report form is available in the MySD73 Zimlet under All Staff/Health and Safety/Forms. This form can be filled out online, or printed and filled out manually.

The investigation form is a separate form, and is also available in the MySD73 Zimlet. Management will follow up once more with those schools who

have not yet submitted their minutes and checklists for meetings held in the 2015/16 school year.

Policy 1109.4 | After Hours Use of School District Facilities

A management representative advised that the policy ensures that staff working alone after hours performing high risk ac-

NEXT MEETING:

October 20, 2016 in the Boardroom at the School Board Office.

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New Business

tivities have advised their administrator and that, as per WSBC regulation 4.21, there is a process in place for checking the well being of an employee. The KTTA representative suggested that, specific to school closures, teachers are concerned that this policy would prevent them from moving, or at least make that difficult. In the case of the Stuart Wood/Beattie reconfiguration teachers were doing work over the summer to get the school up and running. The concern is that the policy may be too prohibitive. The trustee representative clarified that this policy addresses high risk activities, and packing boxes would generally not fall under that classification. The policy says that if it's a high risk activity you need to let your administrator know, and if it's deemed too high risk it won't be approved. If it's deemed possible, a form must be completed and submitted. The risk would be determined on a case by case basis, but if the activities could cause severe injury or death

the activity should not be occurring.

There is a form embedded in the policy which describes the procedure for calling in for working alone, if required. The teacher must describe their activities, the principal must approve the form and the form will be sent into Four Star Communications, who will check in with the employee at regular intervals. The intervals for those checks will be determined by the employee and administrator, although they cannot exceed one hour. It was suggested the distinction between high risk and non-high risk activities be discussed at worksite safety committee meetings. This policy is to meet requirements set out in WorkSafeBC regulations which legally require the district to have check in procedures for employees working alone. The KTTA representative asked if this policy will apply to all employee groups, including administrators.

District Wellness Plan

The KTTA representative advised there was a call from the Disability and Attendance Manager asking if there was an appetite for a district wellness session that could be offered to teachers around living with balance, stress management, and tools to deal with situations. The rationale being that there are a lot of employees taking time off because of these issues. A management representative advised a wellness program was put on in the past in conjunction with the KTTA and BCTF that lasted 6-8 weeks. This took place after hours and had only a limited number of seats available. The Wellness Committee has also put on sessions in the past for all employee groups, but management felt there wasn't a lot of uptake. Management suggested this issue may be better addressed outside of the District Safety Committee meeting.

Adjourned 9:11 a.m.

Monthly Safety Tip

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Incident Reports | July—September 2016 (Public Version)

Incident Description	Injury Type	Recommendations
Students were loading bus and student would not sit in assigned seat. Worker asked student to sit and student refused repetitively. Worker moved towards student's seat and bent to student's eye level. Student punched worker in right eye.	Bruising/ Contusion	Avoid being in student's personal space when student is being non compliant. Student subsequently transferred; receiving school noti-
A student who had been removed from worker's class tried to re-enter later in the day after a fire drill. Worker stood at entrance and asked student to return to the office. Student began to push worker and worker told student to stop. Student punched worker in the head and tried to kick worker in his/her privates. Worker and co-worker escorted student to office and student reached for thumb tack and began trying to poke worker. Student poked worker in stomach and hand.	Violence	Safety plan developed
Worker hit his/her head on door edge.	None reported	Awareness of obstacles and hazards
Worker was playing capture the flag with students. Worker was chasing one student to tag him/her and collided with another student.	Sprain/Strain	Part of game play
Worker was moving boxes and one fell on worker's foot.	Bruising/ Contusion	Reminder to get help when lifting heavy or awkward sized boxes.
Worker was cutting boxes with a utility knife and cut thigh.	Laceration	Employee to ensure that cutting actions done on hard surface.
Worker advises he/she was lifting a one piece student desk/chair combination (approx. 40 lbs). Method used to lift the desk is to slide one desk over the top of another by leveraging the edge of the desk and then flipping the desk over using the legs. During summer clean up dozens of desks are flipped in this manner to clean gum off bottom.	Sprain/Strain	Awareness of body positioning in relation to task.
Worker was playing a ball game. Passing ball in circle while sitting on the floor. Worker turned to receive the ball and rt. hand ring finger	Sprain/Strain	Ensure correct catch with two hands
Worker states "some sort of insect bite" to left arm	Swelling	Wear more bug spray
Student's Chromebook break had ended and student refused to end game and return to class. After several attempts worker tried to pick up Chromebook and student swung his/her arm/fist and hit worker in chest, bit worker's forearm.	Violence	Review student safety plan, update triggers.
Student was being attacked by another student and worker tried to get student off of other student. Student started to kick and hit work-	Bruising/ Contusion	Having another supervisor with him/her when supervising an agi-
Worker was helping to put chain on trailer and hit on elbow.	None reported	Take time to make sure cinch and snipe are lined up so they do not
During lunch supervision worker was playing basketball with students. Student accidentally poked worker in eye when trying to get	None reported	Part of game play
Worker advises student was upset at being asked to wear seatbelt. Student attacked worker, pulling on worker's clothes, grabbed work-	None reported	Review of transportation protocol with student.
Worker advises he/she was backing the auto scrubber out of custodial room into hallway. Worker accidentally hit "reverse" switch on steering column and auto-scrubber suddenly propelled forward. Worker put rt. Arm up on door jam to try and stop unit. As unit drove	Sprain/Strain/ Tear	Check location of controls in relation to position of hands
Worker tried to pick something up off of washroom floor and when he/she stood up worker's right shoulder hit tampon box.	Bruising/ Contusion	Look up before worker stands.

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Incident Reports | July—September 2016 (Public Version)

Incident Description	Injury Type	Recommendations
Insect flew into worker's eye while worker was outside in field releasing butterflies.	Bruising	Take care when outside.
Worker was coming out of music portable, door was open with door stopper. Students came running out and door slammed into worker's left side.	Bruising	Make sure door stop is securely set
Worker advises that he/she went to close window on bus. Worker slipped on backpack that was on the floor and fell.	Sprain/Strain	Ensure that walkways and floors are kept clear
Worker was putting spray nozzle on a can of spray paint and shot paint into right eye.	Foreign substance in eye	Ensure worker is wearing safety glasses before attempting to put nozzle on spray bottle
Student became escalated and moved around the school. Worker directed student to another room. Student continued to escalate and threw objects at worker. Student hit, kicked, scratched and tried to bite worker.	Bruising/ Contusion, Abrasion	Review student safety plan
Worker fell down stairs while packing a chalk board.	Sprain/Strain	Be more aware of surfaces when moving awkward fittings.
Worker turned to walk to a student and fell in dip in yard.	None reported	Pay closer attention to ground surface/footing on playing field during supervision.
Worker advised they were replacing an AC unit at the school which required the worker to be in a 4' high crawl space over a 2 day period. Due to his/her height, worker had to be crouched in the space, bringing his/her lower legs over feet. Worker started to experience pain on top of rt. ankle/foot where laces of boot would be.	Sprain/Strain	Change the manner in which work boots are laced up. Not as tight when in a crouching position. Change positions frequently
Worker was drilling angle iron and bracing him/herself against drill. Pulled muscle.	Sprain/Strain	Change positions when conducting long or repetitive task.
Worker was pouring wax stripper into bucket. Product splashed onto worker's leg and ran down into his/her sock. Worker washed product off with water but did not remove sock.	Chemical burn	Wear long pants when using chemicals. Slow down when pouring product into bucket to minimize splashing.
Worker was dusting overhead pipes and vents in metal shop using long industrial duster. Piece of material fell in worker's eye.	Irritation	Clean floor to remove dust.
Worker was moving kitchen appliances following renovation of cafeteria. Worker advised he/she and another worker moved a large cooler that was too tall for the doorway so they tipped the cooler on its side. Cooler is approximately 200 lbs. Worker moved a slushy machine on his/her own, which weighed approximately 60 lbs. Worker lifted machine on to table and turned.	Sprain/Strain	Discussion regarding need to enlist help with moving heavy objects.
Worker slipped in canteen while walking to sink to get to towel (no water on floor). Worker felt knee twist. Worker continued work and then slipped again entering canteen.	Sprain/Strain	Inspection of canteen - floor material and possible dust from construction as contributing factors