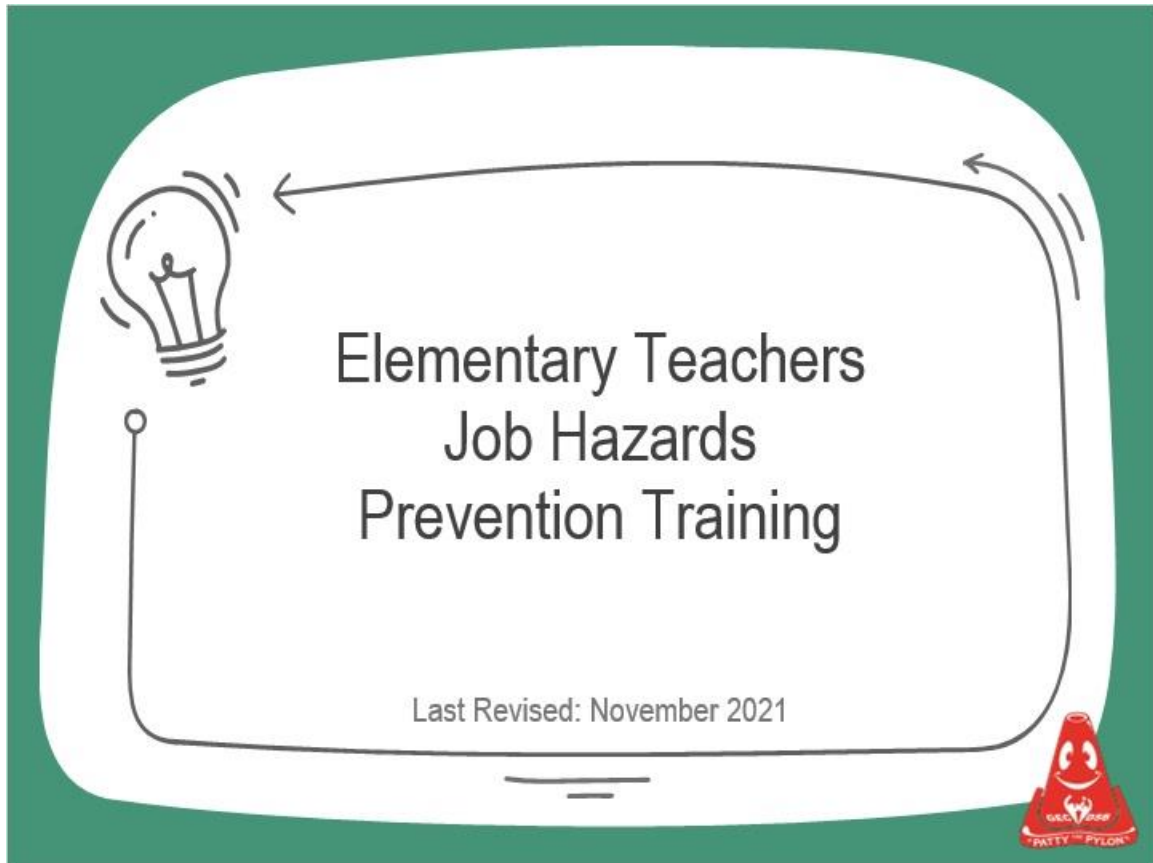


Elementary Teachers Job Hazards Training

1. Elementary Teachers Job Hazards

1.1 Title

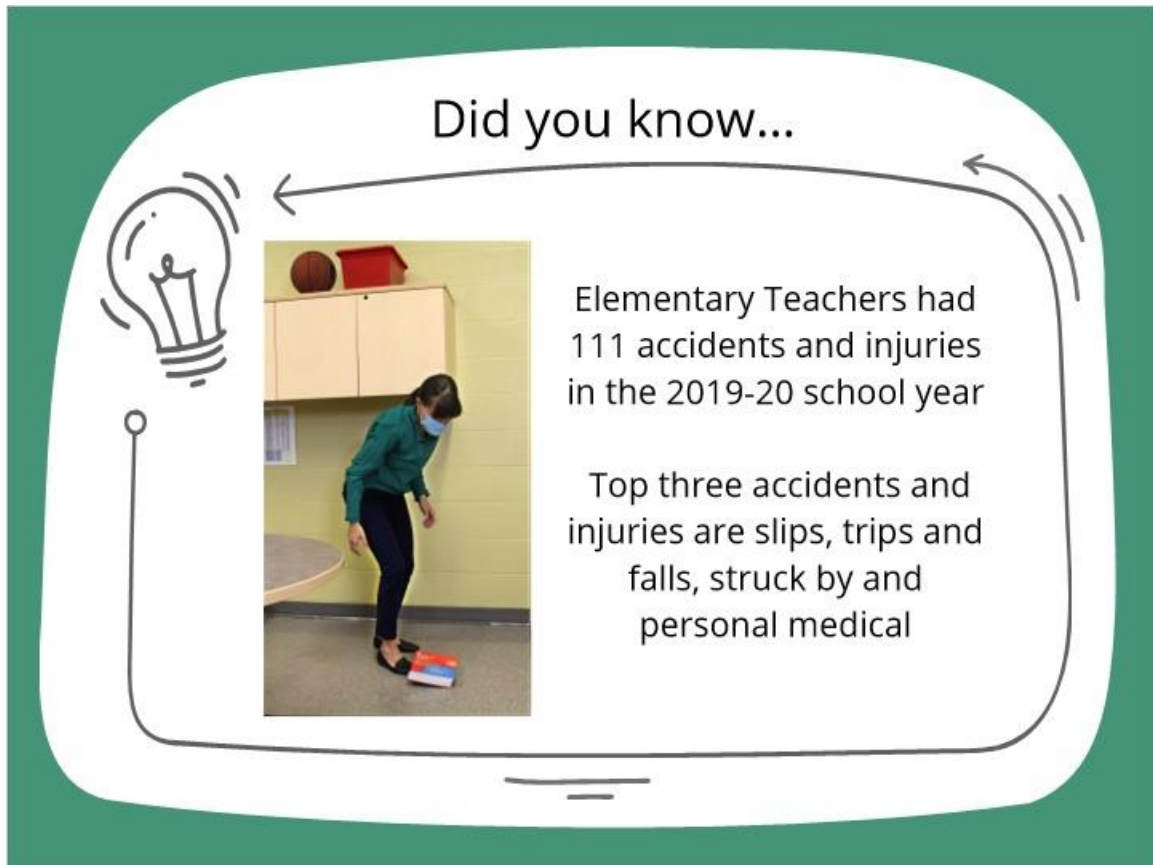


Notes:

Elementary Teachers Job Hazards Prevention Training.

1.2 Introduction

Did you know...



Elementary Teachers had 111 accidents and injuries in the 2019-20 school year

Top three accidents and injuries are slips, trips and falls, struck by and personal medical

Notes:

Did you know that...

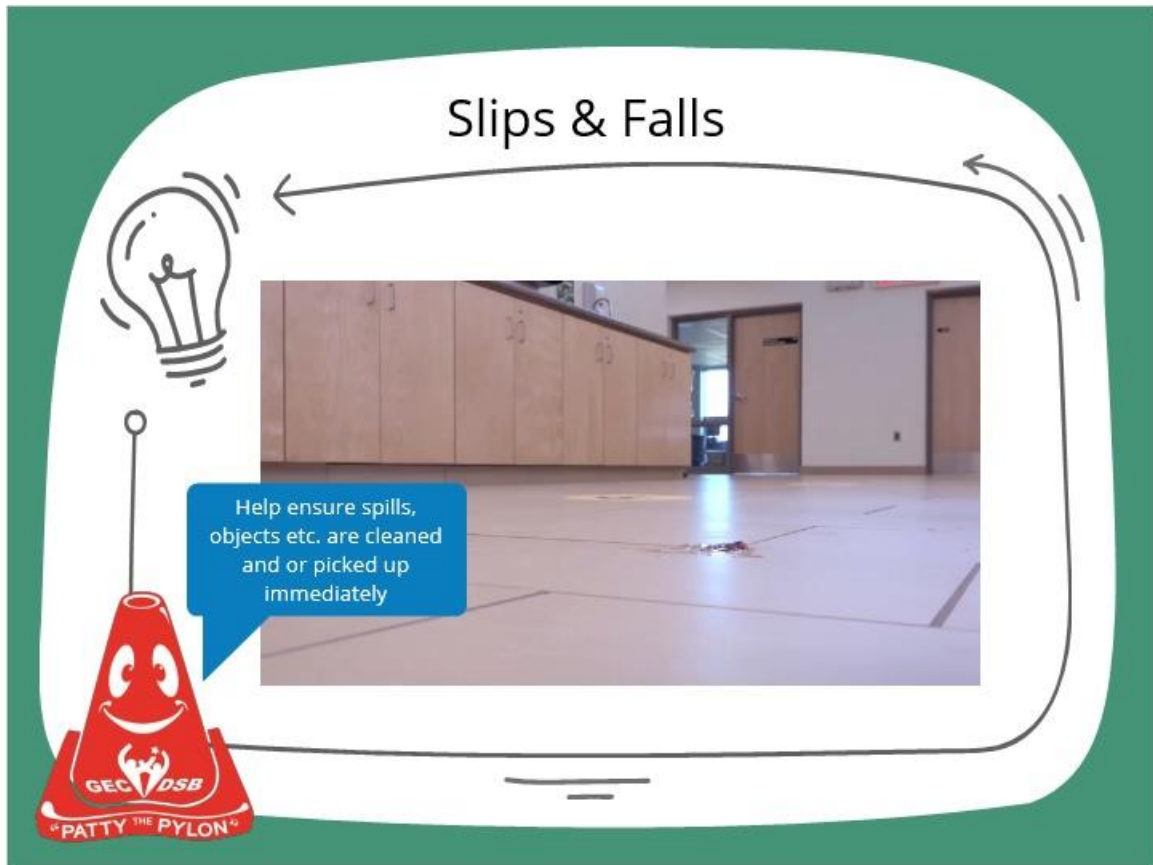
During the 2019-2020 school year, our Elementary Teachers had 111 accidents and injuries?

The top three accidents and injuries for elementary teachers are slip, trips and falls, struck by and personal medical.

1.3 Slip Trip and Falls



1.4 Slips and Falls



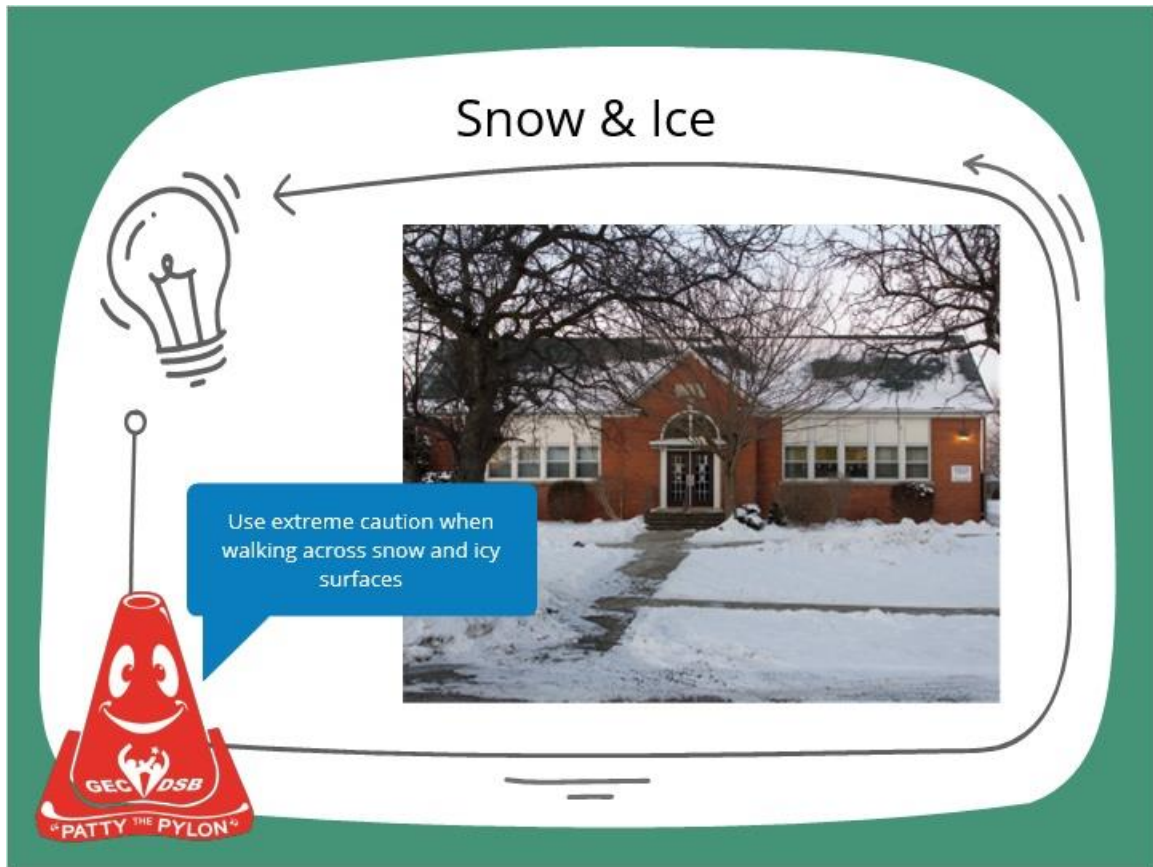
Notes:

How can you help prevent and reduce potential slips and fall hazards?

Good housekeeping is key. All interior and exterior walking surfaces should be free of liquids, solids, debris, snow and ice or objects.

Help ensure that such items are picked up, cleaned up and addressed immediately.

1.5 Snow & Ice



Notes:

Safety Tips for Snow and Ice:

Minimize the amount of time walking across snow and icy surfaces. If necessary, exercise extreme caution by taking small steps in a shuffling motion while maintaining your balance.

Help ensure that you remove any snow and water from your footwear upon entering the building and utilize the allocated entry points and entry mats. Follow weather conditions and alerts and be aware of your sites snow removal and salting activities.

1.6 Footwear Tips

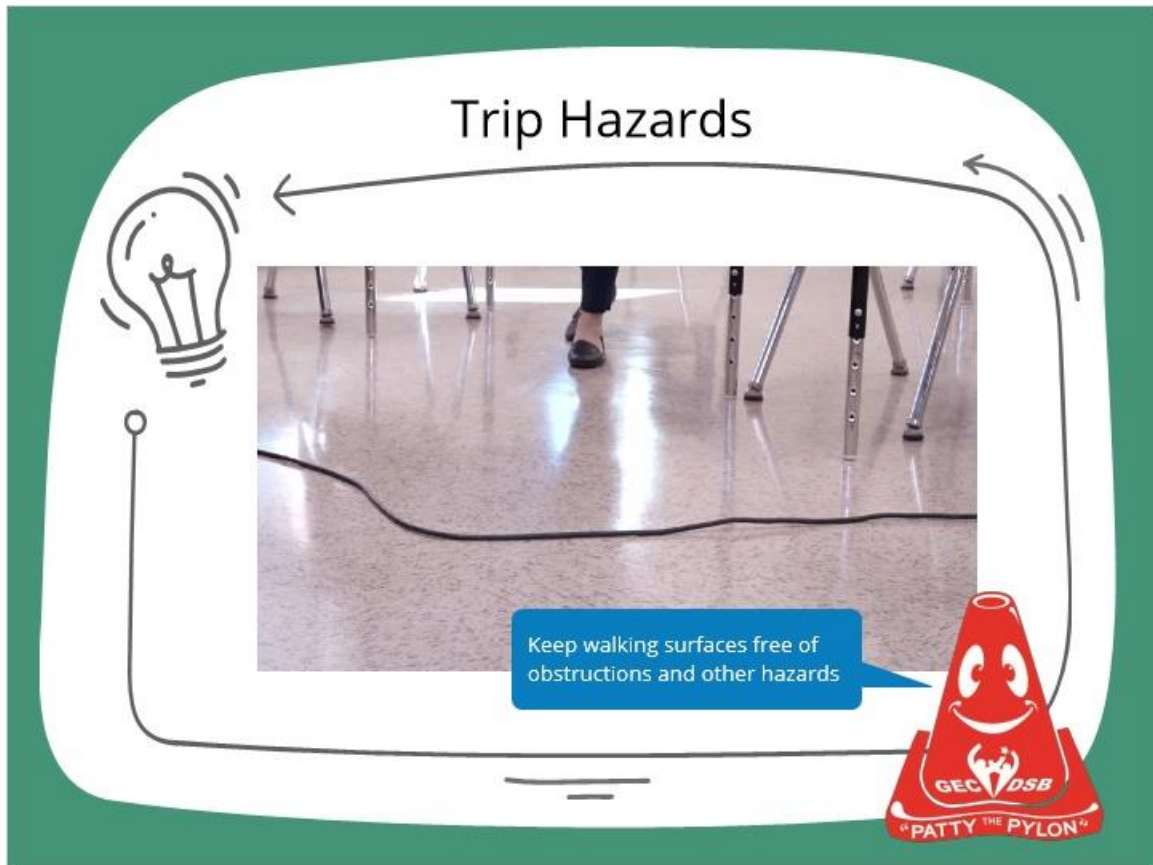


Notes:

Good footwear is key. Tread is important. If the tread on the bottom of the shoe or boot is worn down to the point of becoming smooth or no tread is left then it is time to replace the shoe or boot. Always wear and use weather appropriate footwear outside. Use job and task appropriate footwear inside, such as dress shoes with tread or running shoes for elementary teachers.

Worn tread, no tread, broken, untied or loose laces and straps as well as damaged footwear can cause accidents and injuries.

1.7 Trip Hazards



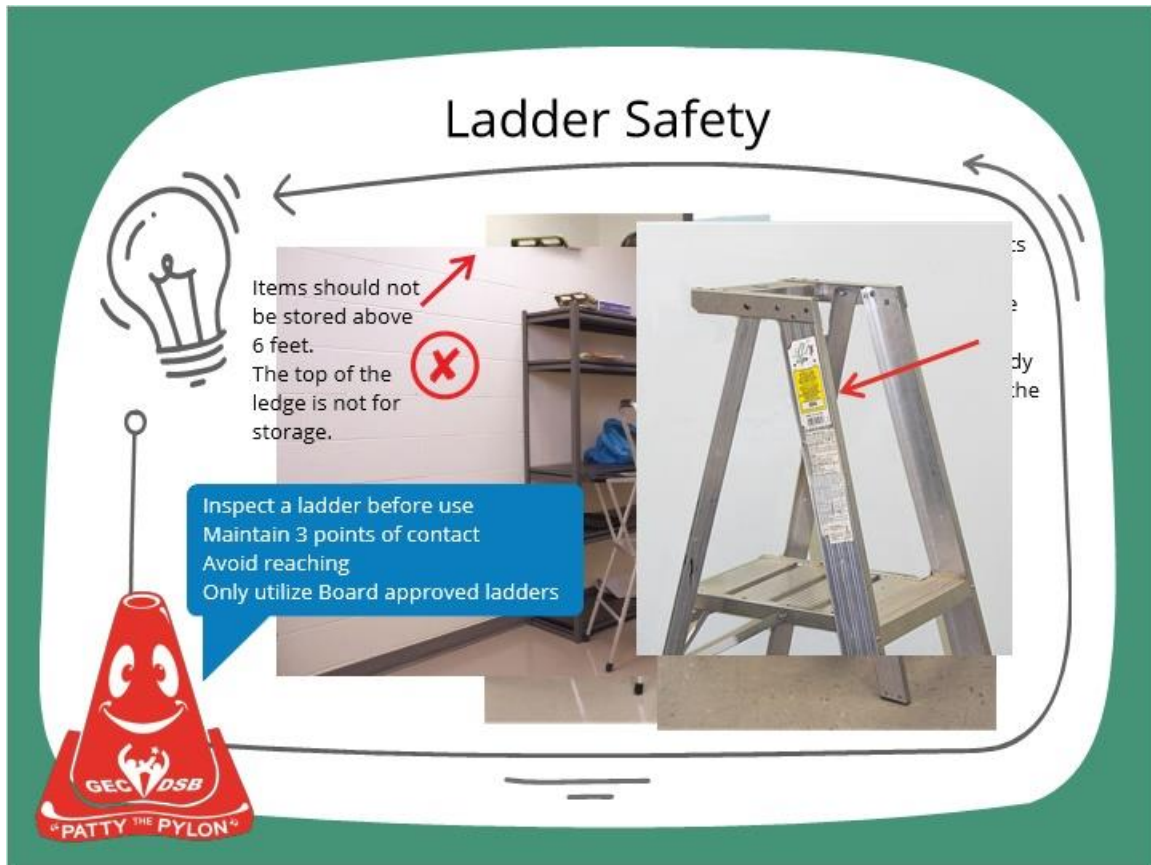
Notes:

How can you prevent and reduce potential trip hazards?

Classroom configuration and management are key.

Help ensure that your classroom is configured in a way so that walking surfaces are kept and maintained relatively free of obstructions and other hazards.

1.8 Ladder Safety



Notes:

Always conduct a visual inspection of the step stool or portable ladder prior to use. This includes fully opening and extending the step stool or portable ladder and ensuring rails, braces, steps, feet and rungs are present and in good condition.

Do not go above 8 feet in height measured from the floor surface to the bottom of your shoe.

Only utilize Board approved portable ladder/step stools that are CSA certified.

1.9 Safety Tips



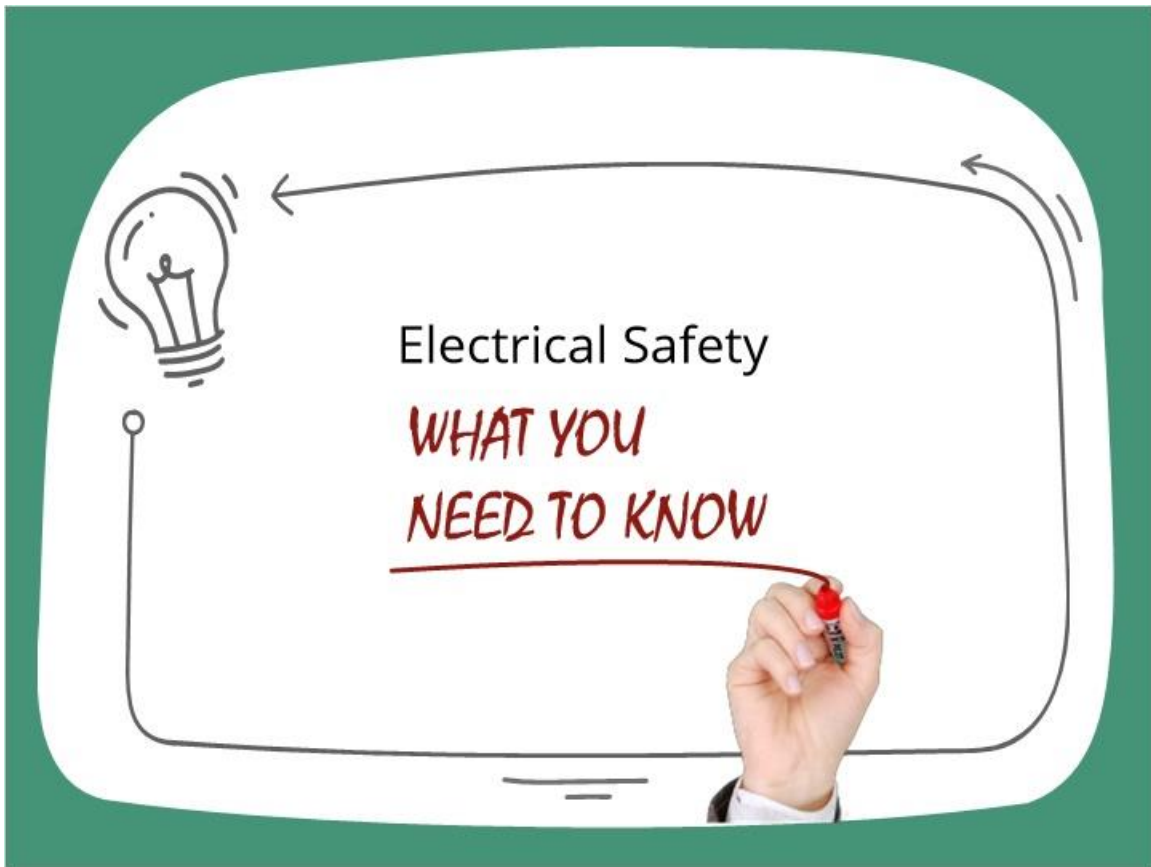
Notes:

Never stand on the top step of a ladder and never use a chair, table or desk as a substitute for a step stool or portable ladder.

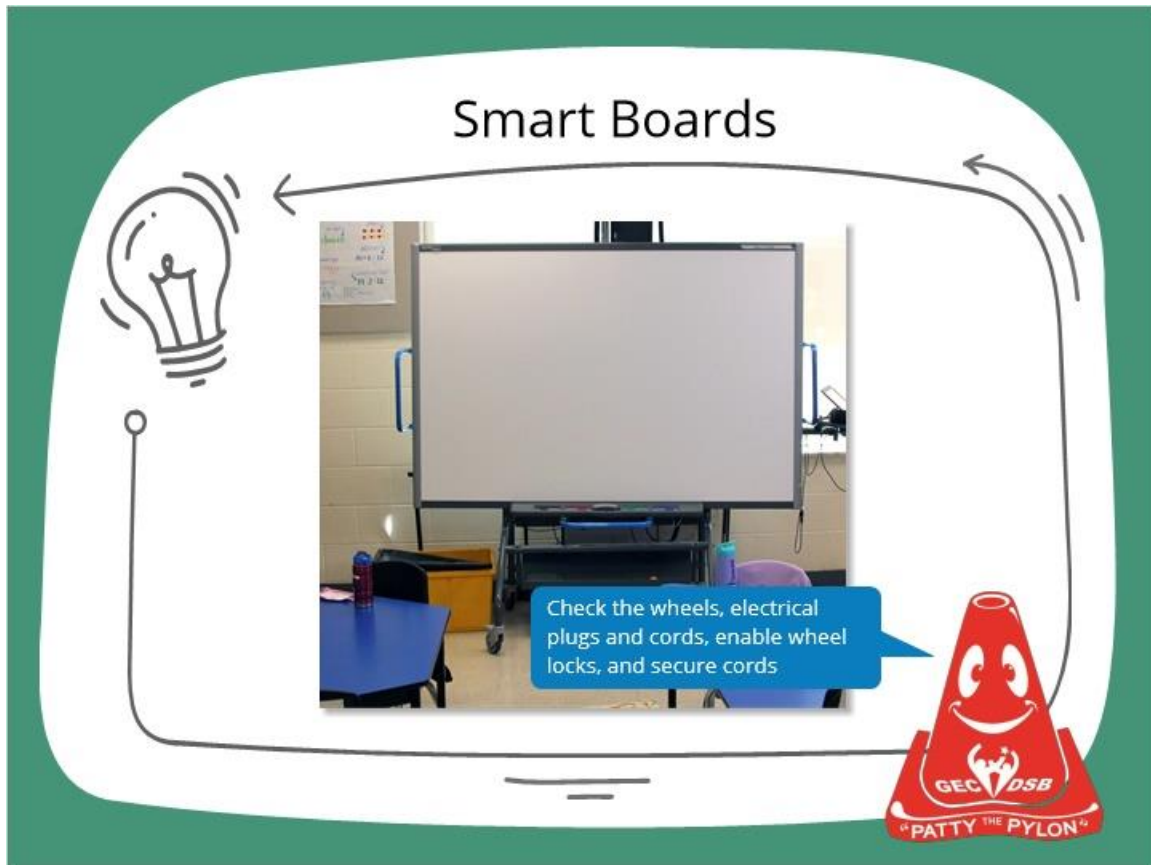
Ensure items are never stored above 6 feet.

Never climb a shelf to reach an item.

1.10 Electrical Safety



1.11 Smart Boards

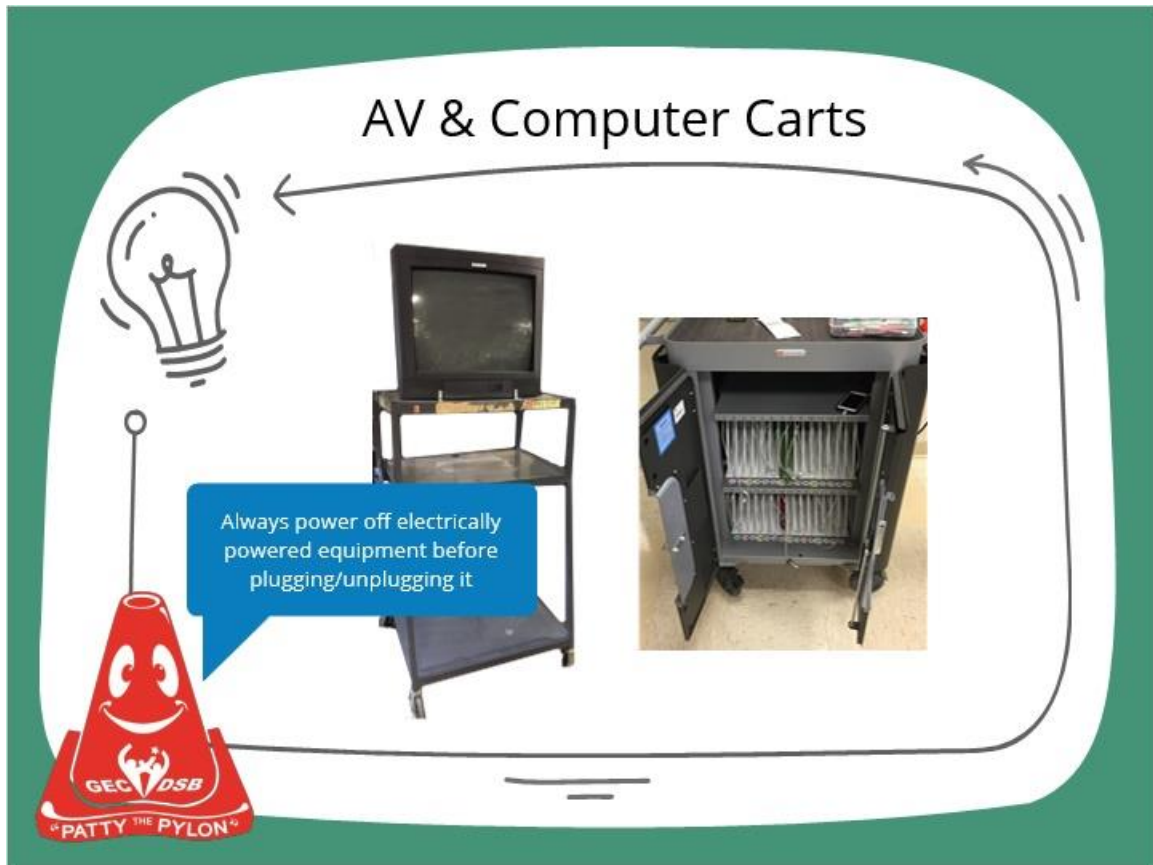


Notes:

Help ensure teaching equipment such as smart boards are safely utilized when teaching a lesson. Prior to use, check the wheels, electrical plugs, prongs and electrical cords. Secure the smart board when in place by utilizing the wheel locks.

If you find any damages or potential hazards remove the smart board from service and report this to your supervisor. After using the smart board, shut it off, unplug it, unlock the wheels and safely put it away.

1.12 AV Computer Carts

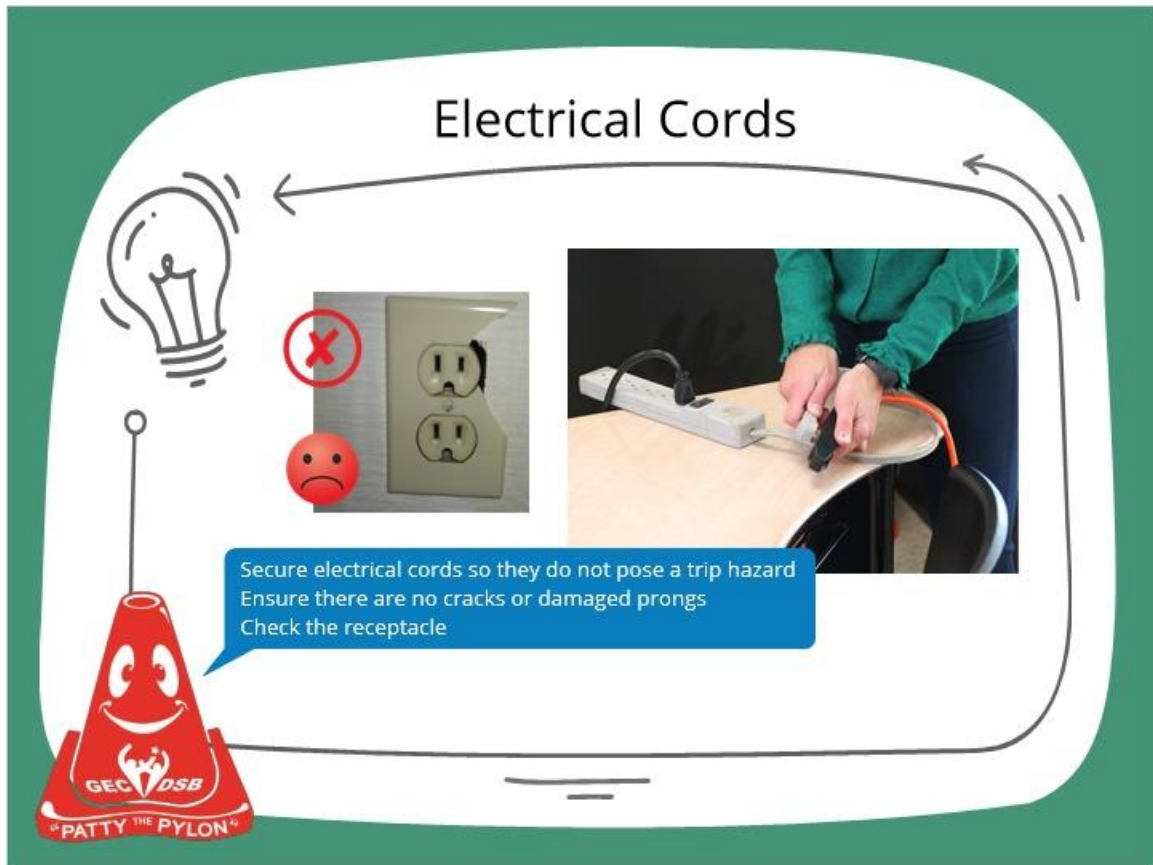


Notes:

The usage of AV & computer carts can cause accidents and injuries if not properly used or handled.

AV and computer carts must be turned off prior to unplugging or plugging in. Failure to do so may cause electrical shock or burns.

1.13 Electrical Cords



Notes:

An extension cord is temporary and cannot be a permanent solution.

If an extension cord is required please ensure it does not present a trip hazard. Secure the cord using duct tape, slip cover or a carpet runner.

Ensure there are no cracks in the cord or missing or damaged prongs or issues with the receptacle.

Report any problems to your Supervisor.

1.14 Struck By Hazards



1.15 Safe Storage

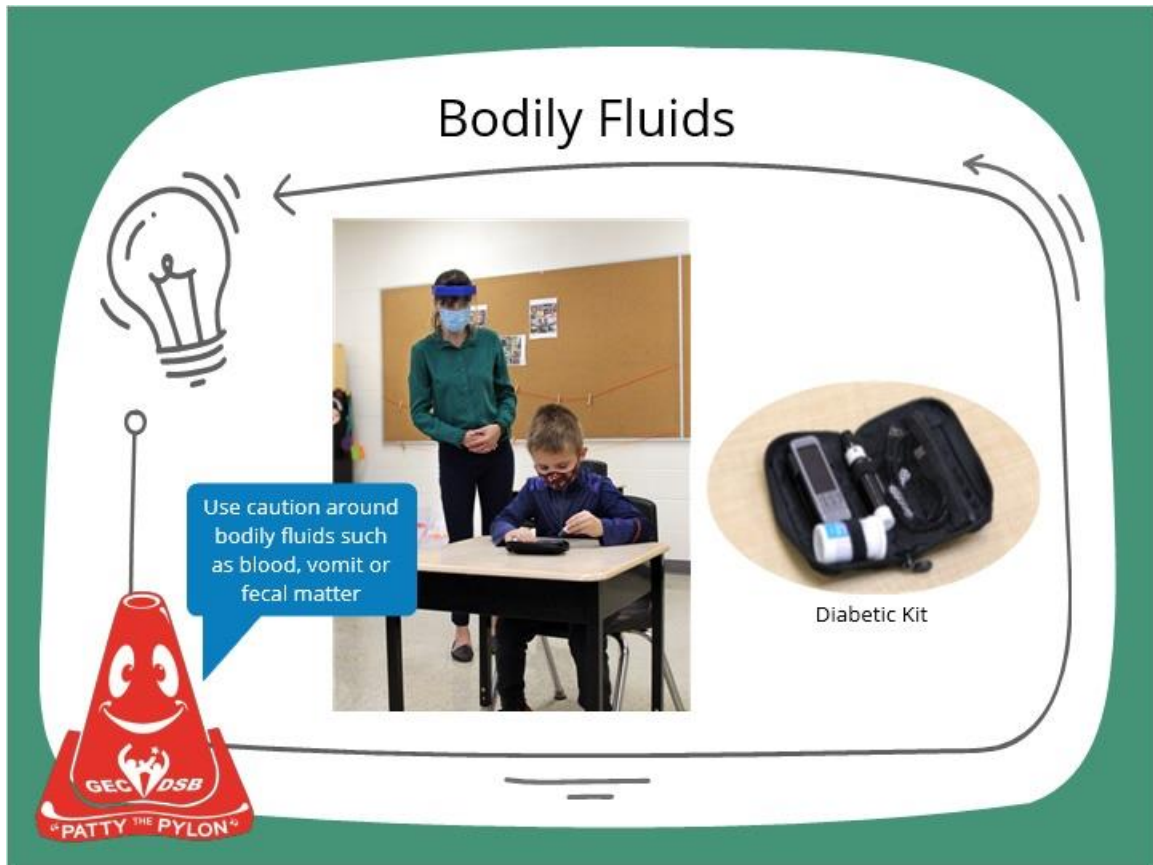


Notes:

To prevent struck by accidents in storage rooms, store items safely on shelving by ensuring that:

- They don't extend past the lip of the shelf
- Heavier items are placed on bottom shelves, with lighter items on top shelves

1.16 Bodily Fluids



Notes:

Elementary teachers have the potential to come into contact with needles and bodily fluids such as blood, vomit or fecal matter.

In the event of an incident involving bodily fluids, immediately summon assistance, afford first aid to the person and help control and contain the scene. Ensure protective gloves such as Nitrile gloves are present and are being worn prior to handling any bodily fluids. Ensure you thoroughly conduct hand washing afterwards.

1.17 Needles



Notes:

Elementary teachers have a small potential to come in contact with used needles which could cause a needle stick accident and injury to occur. Avoid touching or handling needles. If you come across a used needle, immediately summon assistance. If you have to handle used needles, wear Nitrile gloves, utilize garbage hand held pickers or grippers. Place used needles in the Sharps box.

1.18 Yard Duty Hazards



Notes:

How can you prevent and reduce potential yard duty struck by hazards to staff and students?

Situational awareness is key - always remain vigilant, exercise caution and be aware of your working environment.

Dress appropriately and wear the prescribed personal protective equipment such as a traffic vest.

Work with staff and students to help organize play areas involving different activities and equipment, such as basketball and soccer play areas.

1.19 Bus Bay Kiss and Ride



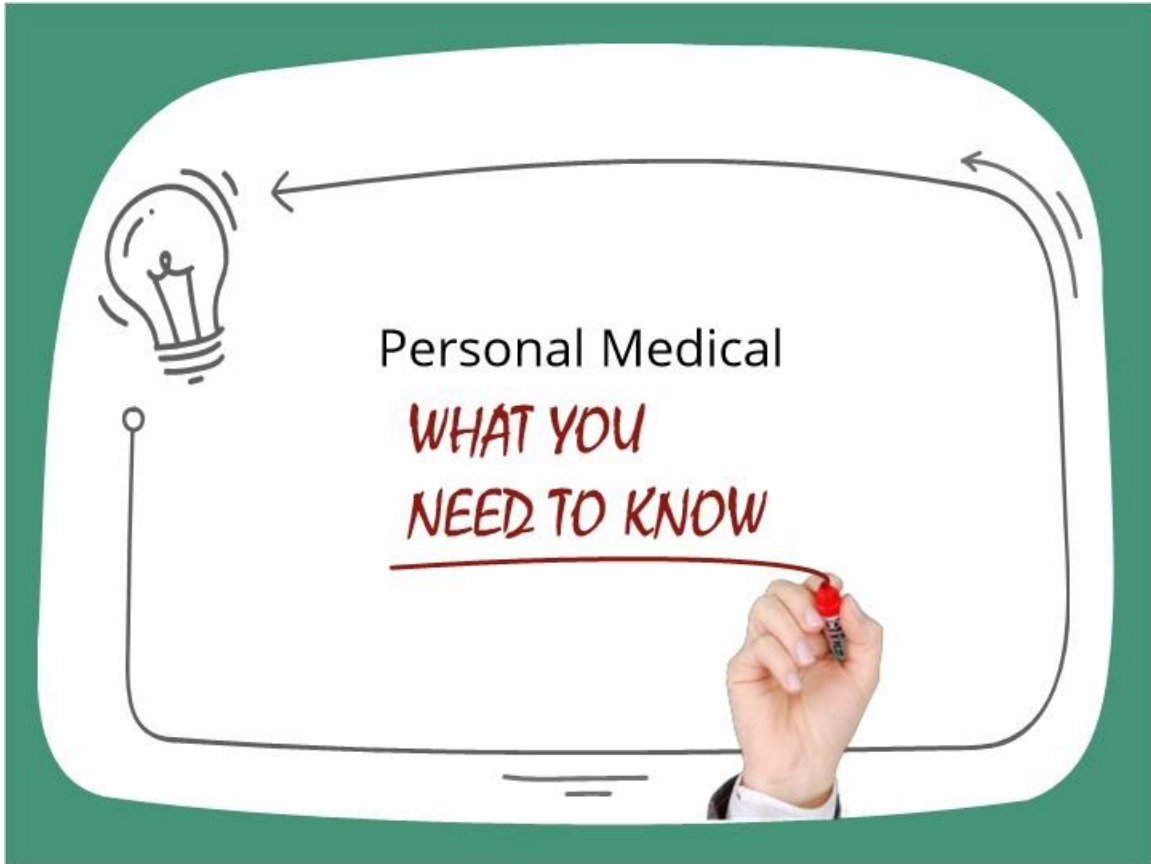
Notes:

How can you prevent and reduce potential bus bay and kiss and ride duty struck by hazards?

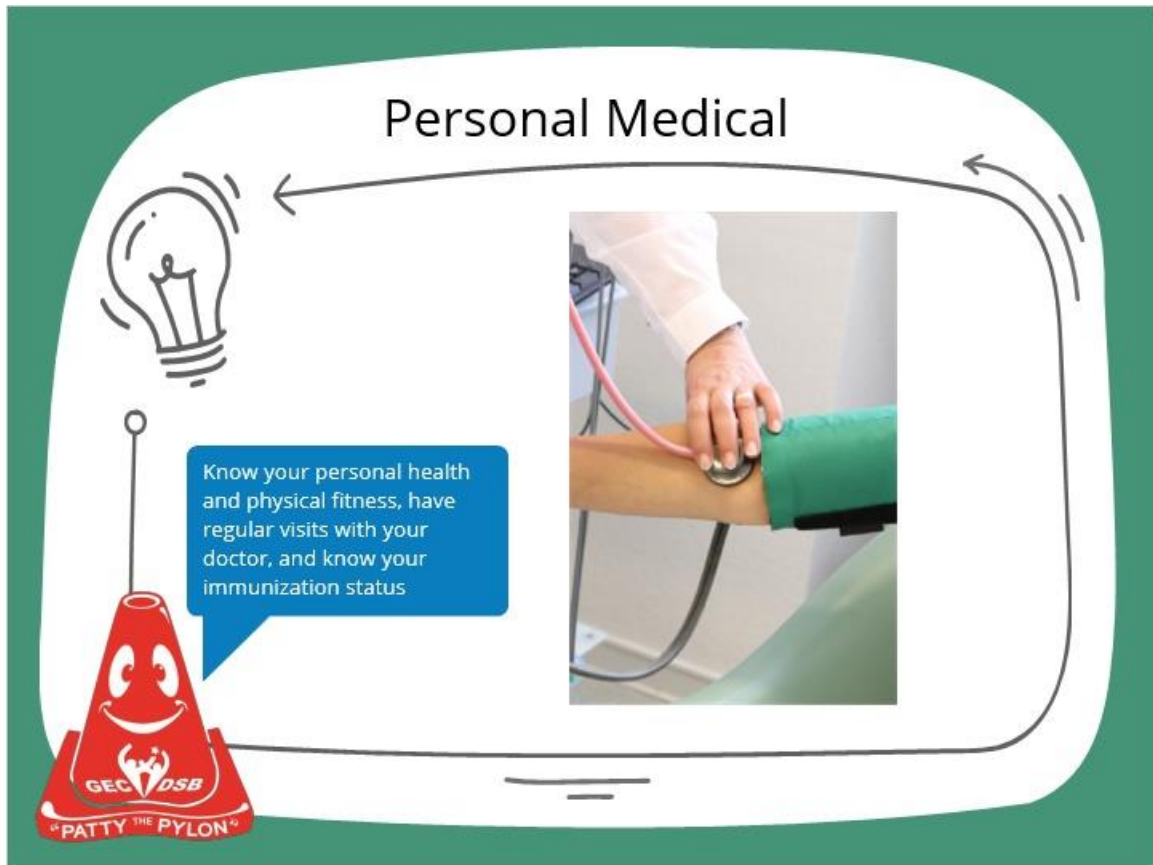
Bus bay, kiss and ride areas should have proper signage including clear markings for traffic direction.

Barriers are key. Teachers must remain on the safe side of barriers and should never go past these barriers. Do not direct traffic and always wear the prescribed personal protective equipment, such as traffic vests so that you are highly visible.

1.20 Personal Medical



1.21 Personal Medical

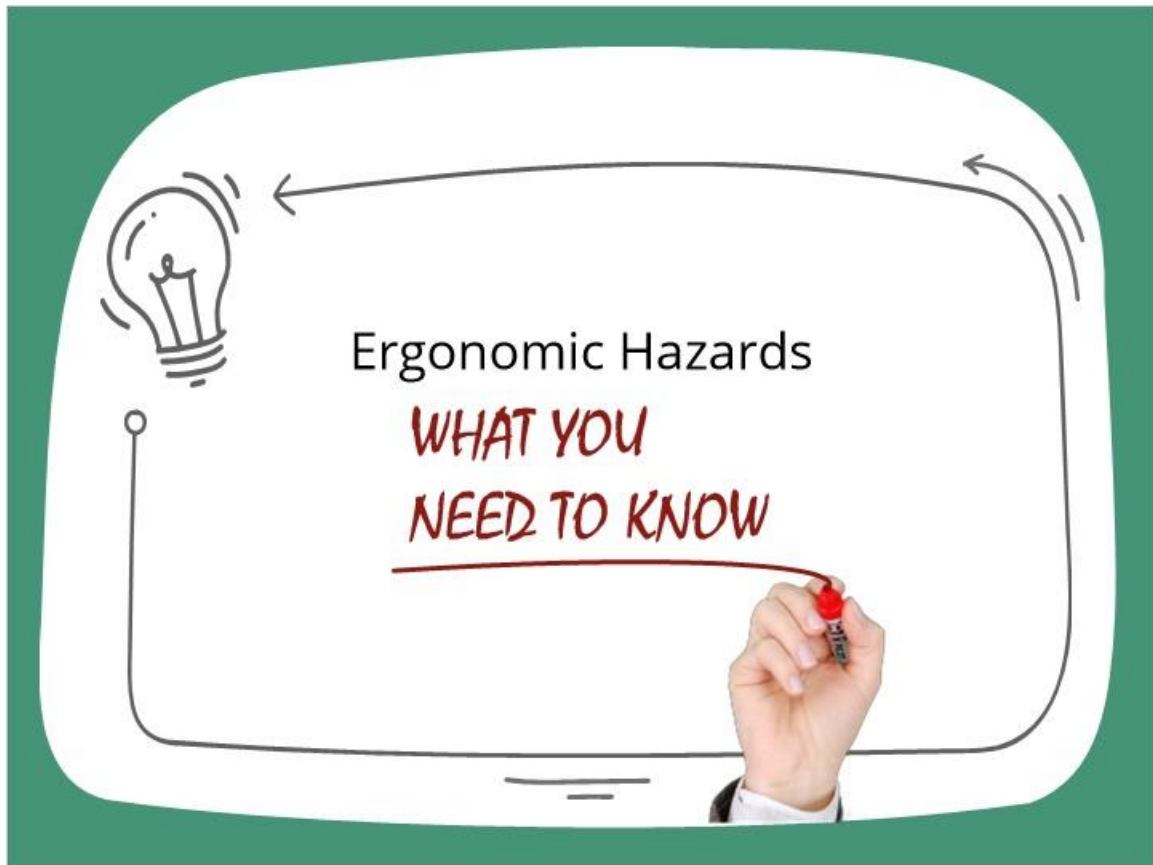


Notes:

How can you prevent and reduce potential personal medical hazards?

Knowing your own level of personal health and physical fitness is key. All employees are encouraged to maintain a good level of self-awareness when it comes to their personal medical health and well being. Have regular visits and checkups with your doctor and know your immunization status.

1.22 Ergonomic Hazards...



1.23 Material Handling



Notes:

When performing manual material handling consideration must be given to the load, the task, the environment and the person performing the work.

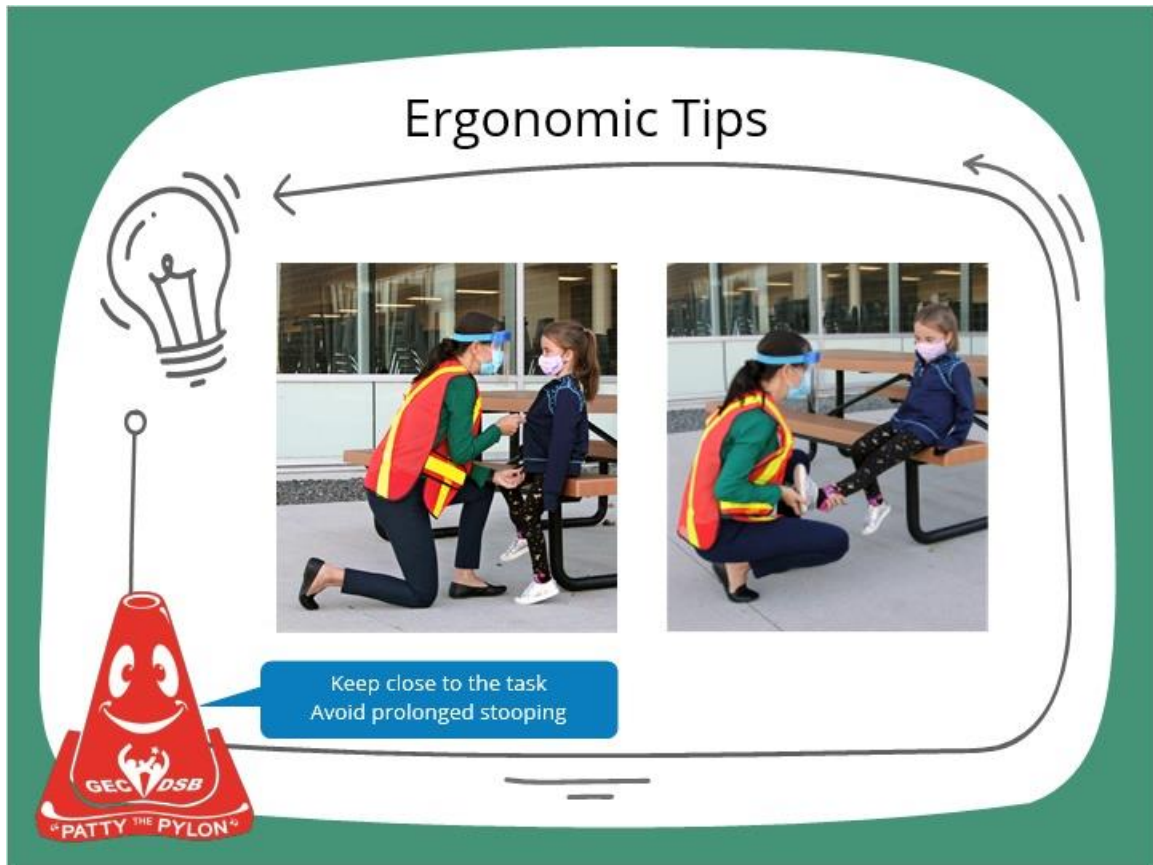
Avoid carrying or moving heavy or awkward items long distances.

Help ensure that carts are used to move items, boxes, etc.

Summon assistance if needed.

Adhere to proper lifting techniques by bending the knees and keeping a neutral spine and never lift with your back.

1.24 Ergonomic Tips

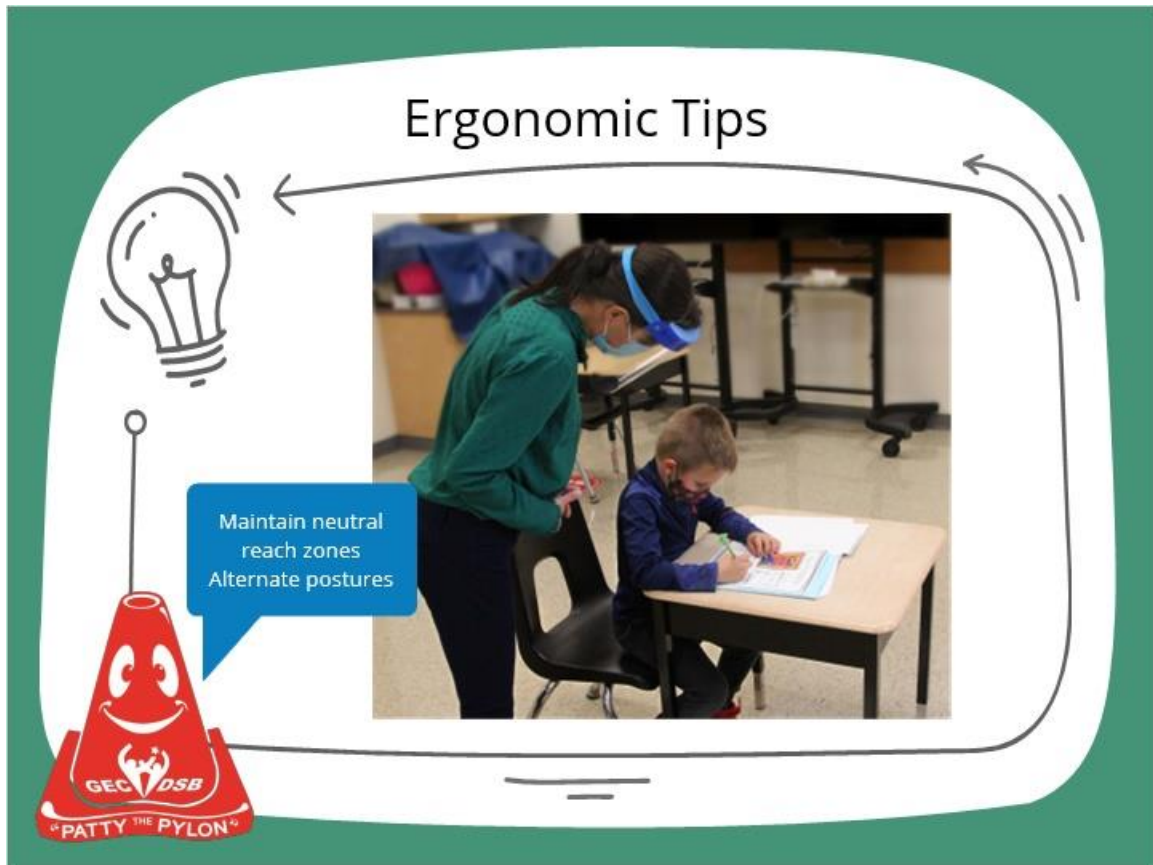


Notes:

How can you prevent and reduce potential ergonomic hazards?

When helping students with their coats and shoes keep close to the task and move around the student versus reaching and manipulating. Consider sitting on a low stool or chair and having students who need assistance move to you for help. Avoid prolonged stooping.

1.25 Ergonomic Tips



Notes:

Organize classrooms to allow optimal postures by orientating desks to reduce required reaches.

Keep the student and work within neutral reach zones by sitting or standing in the most optimal orientation for the specific task.

Alternate postures regularly to combine techniques.

Avoid long durations of stooping over students to perform hand over hand or working with students by using chairs, low rolling stools, or sit stand stools as needed for specific tasks.

1.26 Reporting Injuries



1.27 Reporting Injuries

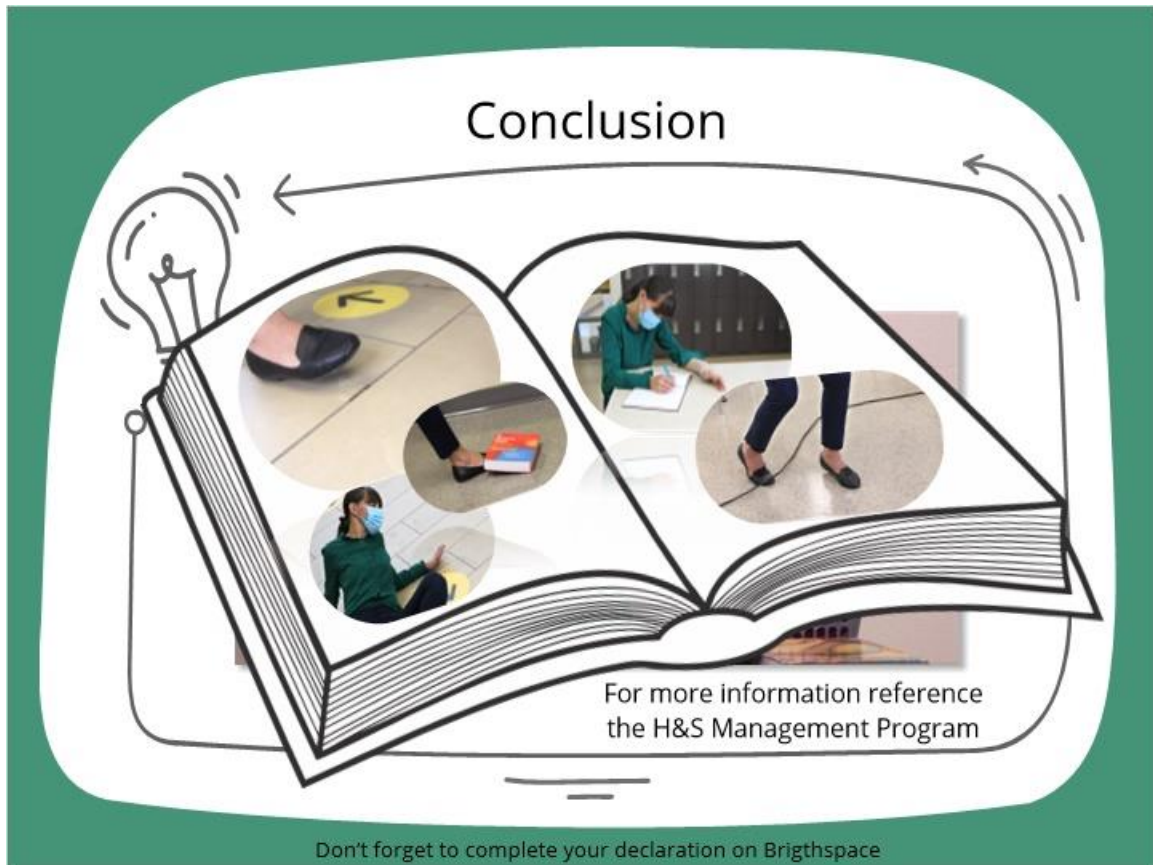


Notes:

Elementary teachers are required to immediately report accidents and injuries verbally to their site supervisor.

After reporting the accident or injury and medical assistance has been afforded as may be applicable, utilize the Board's Online Incident Reporting (OIR) system to complete your section of the report within 48 hours of the occurrence.

1.28 Conclusion



Notes:

For more information on these and other types of elementary teachers hazards and prevention in the workplace please make reference to the GECDsB's Health and Safety Management Program.

Incorrect procedures were created for demonstration purposes only.

No individuals were injured during the creation of these training materials.

Don't forget to complete your declaration on Brightspace to log your training.