

Safety Committee

Duties of the safety committee include:

1. Establishing procedures for minimum quarterly work place safety inspections of a safety committee inspection team to locate and identify safety and health hazards. The safety inspection team shall document the location and identity of the hazards and make recommendations as to how and when the hazards will be corrected;
2. Establishing procedures for investigating all significant safety-related incidents including injury accidents, illnesses and deaths for the purpose of recommending corrective action necessary to prevent similar events from recurring;
3. Evaluating employer policies which may affect safety and health in the work place and make recommendations for changes to existing policies or adoption of new policies;
4. Evaluating all the accident and illness prevention programs brought to the committee's attention and making recommendations necessary to make the programs more applicable to the work place;
5. Establishing a system whereby the safety committee can obtain information directly from all persons involved in the operations of the work place that would help in creating a hazard-free work environment. The information obtained shall be reviewed at the next safety committee meeting;
6. Establishing procedures for the review of all safety and health inspection reports made by the committee and making necessary recommendations;
7. Establishing procedures for the review of corrective action taken on the committee's recommendations or determining the reasons why no corrective action was taken;
8. Making all reports, evaluations and recommendations of the safety committee a part of the minutes of the safety committee;
9. Evaluating employee/supervisor training needs.

Written reports will be submitted to the safety committee members representing each building on all accidents occurring on school premises or at a school-sponsored function or those involving staff members who may be elsewhere on school business. Reports will cover property damage as well as personal injury.