KEY SAFETY AND HEALTH PROGRAMS FOR SCHOOL DISTRICTS

|  |  |  |
| --- | --- | --- |
| **Required or if Applicable** | **Program Name** | **Description** |
| Required | Records & Documentation | School Districts need to have records and documentation for all the programs, training, safety committee minutes, and JHAs. The documents need to be regularly reviewed and maintained, and made available to all employees.  |
| Required | District Safety Committee | For an agency or organization of 11 employees or more on the same shift at the same location. One is required for each school district. Separate committees are required if there a site or department that also meets the qualifications.  |
| Required | Accident Prevention Program (APP) | Policies and procedures for districts to promote and provide safe, healthful working conditions and practices for all district employees. |
| Required | HAZCOM Program | **Part of the APP** that ensures that employees are informed of the chemical hazards associated with products used in their work areas. |
| Required | Chemical Hygiene Plan | **Part of the APP** that sets policies and procedures relating to the safe operation of the school laboratory and protection of individual employees who may be exposed to hazardous chemicals. |
| Required | Bloodborne Pathogens Program | **Part of the APP**, for all employees who may be potentially exposed to blood or body fluids in the performance of their duties. |
| Required | First Aid Program | **Part of the APP** that ensures that each district employee is afforded quick and effective first aid treatment in the event of an on-the-job injury. |
| Required | L&I Posters | Three required posters that need to be posted where all employees can see them (break rooms, kitchens, and lounges are good locations). As a member of the OESD you fall under the category of “self-insured.” |
| Required | Training Program | Each employer is responsible for developing a training and development plan. For example, maintenance and custodial are required to have initial 2 hour asbestos training (SafeSchools) and an annual refresher. |
| Required | Eyewash Stations | Needed where there is a potential for an employee’s eyes to be exposed to corrosives, strong irritants, or toxic chemicals. The manufacturer’s SDS will state if an eyewash station is required. |
| Required by OESD | Job Hazard Analysis (JHA) | The JHA should include each job task that can pose a safety hazard, these can include but are not limited to - chemicals, machines, biological exposures, fall risks, noise levels.  |
| If Applicable | Hazardous Energy Control Program /Lockout Tagout | **Part of the APP** that ensures that machines or equipment are electrically isolated and locked-out or tagged-out before employees perform any servicing or maintenance where the unexpected energization, startup, or release of stored energy could cause injury |
| If Applicable | Fall Protection | **Part of the APP**, needed if you have employees that are working at heights of 4 ft or more on an open sided surface or platform |
| If Applicable | Hearing Conservation Program | **Part of the APP**, needed if any area or occupation that may exceed either the time weighted average (TWA) of 85 dBA over 8 hours, or a noise level above 115 dBA, or an impulsive or impact noise measured above 140 dB |
| If Applicable | Confined Space Program | **Part of the APP**, needed if you have anyone who enter confined spaces for purposes of maintenance, repairs and other reasons |
| If Applicable | Respiratory Protection Program | **Part of the APP**, needed if employees may be exposed to breathing air contaminated with harmful dusts, fumes, mists, gases, smoke, sprays, vapors, or aerosols |

\* The list provided includes some documentation requirements for school districts. This is not a complete list, but it highlights some of the most critical programs for employee safety and requested by L&I.