

EB - SAFETY PROGRAM

The Superintendent will cause the formation of the Joint Loss Management Committee as required by RSA 281-A:64, III., ~~and a Crisis Management Plan that conforms to the national Incident Command System.~~

The practice of safety shall also be considered a facet of the instructional plan of the Wilton-Lyndeborough Cooperative School District schools by incorporating educational programs in traffic and pedestrian safety, driver education, fire prevention, emergency procedures, and others, appropriately geared to students at different grade levels.

~~Each school will reference the district safety plan as approved by the Joint Loss Management Committee.~~ Each Principal shall be responsible for the supervision and implementation of a safety program for his/her school. General areas of emphasis shall include, but not be limited to: in-service training; accident recordkeeping; plant inspection; driver and vehicle safety programs; fire prevention; catastrophe planning; and emergency procedures and traffic safety problems relevant to students and employees. The principal shall be responsible for developing student safety procedures to be used on school busses, school grounds (including playgrounds), during authorized school activities (such as field trips), within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources.

~~Each employee will have a copy of the district safety plan and will be asked to sign an acknowledgement form. This signed acknowledgement form will be filed in their personnel folder for reference.~~ The safety plan will be on file in each district building and in the SAU office.

Legal References:

RSA 200:40, Emergency Care

RSA 281-A:64, III, Worker's Compensation, Safety Provisions; Administrative Penalty

NH Code of Administrative Rules, Section Ed 306.04(a)(2), School Safety

NH Code of Administrative Rules, Section Ed 306.04(d), School Safety Procedures

First Reading: May 11, 2010

Second Reading: June 2, 2010

Final Adoption: June 2, 2010

Revision pending:

EBBB - ACCIDENT REPORTS

In the event of an accident on school grounds, the school district employee who witnessed or first responded to the accident must fill out an accident form within 24 hours of the accident. Such form then be filed with the Principal.

The forms are included as exhibits in the District Safety Plan adopted by the Joint Loss Management Committee. Once the applicable form is completed and approved by the Principal, it is sent to the SAU/Business Office. It will then be filed with the insurance company.

~~If the accident involves the services of a physician and/or is likely to result in an insurance claim, two accident reports are to be prepared: one copy filed at the school office and one copy given to the District's insurance agent. If the incident is not one involving a physician and is unlikely to be an insurance case, it will be sufficient to prepare one copy to be filed at the school.~~

The procedures for accidents and accident reporting are to be reviewed annually by the Joint Loss Management Committee. ~~in September by the Principal in association with school district staff of each school.~~

Note

~~NHSBA previously categorized this policy as Mandatory/Required by Law, Category P. Upon further research, it is not required by law. NHSBA still recommends you keep this policy in place.~~

Legal References:

RSA 200, Health and Sanitation

N.H. Code of Administrative Rules, Section Ed 306.12, School Health Services

N.H. Code of Administrative Rules, Section Ed 311, School Health Services

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010

Revision pending: