



Section: PROGRAMS
Title: SAFETY AND EMERGENCY PROGRAMS
Adopted: September 17, 1996
Revised: June 17, 2008

	124. SAFETY AND EMERGENCY PROGRAMS	
<p>1. Purpose</p> <p>2. Delegation</p> <p>3. Guidelines</p>	<p>The Lebanon County Career and Technology Center Joint Operating Committee is committed to the provision of a healthy and safe working environment in which students are able to learn attitudes, skills and habits that will result in healthy and safe practices throughout life. To insure this commitment, the Joint Operating Committee advocates the adoption of a positive safety attitude throughout the entire school. This policy shall also include all noninstructional personnel.</p> <p>The Administration will provide leadership in the Safety Program by enforcing this policy and by ensuring that unsafe practices or conditions throughout the school are corrected.</p> <p>The Health Room Assistant shall maintain a liaison with the administration, faculty and students. In addition, the Health Room Assistant shall inaugurate and maintain a continuous safety and health program, shall conduct periodic safety inspections of the shops and shall chair the safety committee.</p> <p>The major responsibility for safety instruction falls on the instructor. Therefore, the instructor shall incorporate safety instruction into the curriculum by developing and enforcing shop safety rules and regulations, including the wearing of adequate eye protection and proper protective clothing while engaged in learning activities. Further, the instructor shall enforce good housekeeping procedures, have preplanned procedures in case of accident or emergency, and provide prompt and thorough reports of accidents to appropriate personnel.</p> <p>The Joint Operating Committee requires that the administration in partnership with instructional and support staff prepare and implement a Safety and Emergency Plan that includes, but is not limited to the following key elements:</p> <ul style="list-style-type: none"> A. Responsibilities of personnel and students B. Establishment and operation of a Safety Committee C. Suggested steps for medical procedures D. General school safety regulations E. Safety inspection procedures for the school including a recommended checklist, appropriate response forms and procedures, etc. 	

	<p style="text-align: center;">124. SAFETY AND EMERGENCY PROGRAMS</p> <p>F. Accident report forms/procedures</p> <p>G. Emergency forms</p> <p>H. Provisions for safety education programs to update students and faculty covering, but not limited to: CPR/First Aid, Right-to-know/hazardous materials, fire extinguisher utilization</p> <p>I. Smoke free environment</p> <p>J. Exposure/control to bloodborne pathogens</p> <p>K. Emergency operations plan</p> <p>L. Guidelines for fire drills and school evacuation emergencies</p> <p>M. Warning drills and severe weather conditions</p> <p>N. Bomb threat procedures</p> <p>O. Hazardous materials incident</p> <p>P. Terrorist/Intruder</p> <p style="text-align: center;"><i>Refer to the Staff Handbook for:</i></p> <ul style="list-style-type: none"> • <i>Safety Program</i> • <i>Emergency Operations Plan</i> 	
--	--	--