

WORKPLACE SAFETY

NEWSLETTER

2ND QUARTER
2019-2020 SCHOOL YEAR

INJURED AT WORK??

HERE'S WHAT TO DO!!

If you have an accident at work, immediately notify your supervisor or building principal.

They will provide the appropriate forms needing completed to report your accident.

UPMC will continue to be the district's Workers' Compensation provider for the 2019-2020 school year. Initial treatment for your injury, unless an emergency, should only be sought at one of the following providers:

**MED EXPRESS URGENT CARE
(ANY LOCATION)**

OR

**CONCENTRA MEDICAL CENTER
15 FREEPORT ROAD, SUITE 100
PITTSBURGH, PA 15215**

*Please note: **FASTER CARE** is not an eligible provider for a Workers' Compensation Injury.*



PREVENTING ACCIDENTS IN THE WORKPLACE:

- ❖ ALWAYS BE ALERT
- ❖ DON'T RUSH YOUR WORK
- ❖ ALWAYS WEAR SAFETY GEAR
- ❖ FOLLOW INSTRUCTIONS TO A TEE
- ❖ PAY ATTENTION AND FOLLOW EMERGENCY DRILLS

ACCIDENT REPORT:

1ST QUARTER

2019-2020 SCHOOL YEAR

There were a total of 13 reported injuries during the first quarter of the 2019-2020 school year.

6 of the 13 accidents were due to a slip, trip or fall.

4 of the 13 accidents resulted in loss of work time.

The following is a breakdown of the number of injuries per employee class:

Cafeteria Monitor: 0
Crossing Guard: 0
Custodian: 3
Food Service: 1
Ground Crew: 0
Health Tech: 0
General Maintenance: 1
Network Administration: 0
Nurse: 1
Paraprofessional: 1
Principal: 0
School Police: 0
Secretarial: 1
Supervisory: 1
Teacher: 4



FAMILY FIRE SAFETY TIPS:

- ❖ TEACH YOUR CHILDREN HOW TO RESPOND IN THE EVENT OF A FIRE.
- ❖ MAKE SURE YOUNG CHILDREN KNOW HOW TO DIAL 911.
- ❖ ESTABLISH & PRACTICE A FIRE ESCAPE PLAN WITH YOUR FAMILY THAT INCLUDES A DESIGNATED MEETING AREA OUTSIDE THE HOME.
- ❖ PRACTICE STOP, DROP AND ROLL WITH YOUR CHILDREN SO THEY LEARN HOW TO ESCAPE BENEATH A FIRE.
- ❖ TEACH EVERYONE IN YOUR FAMILY MULTIPLE WAYS TO ESCAPE FROM EVERY ROOM IN THE EVENT OF A FIRE.
- ❖ MAKE SURE THAT THERE IS A SUFFICIENT QUANTITY OF SMOKE DETECTORS IN YOUR HOME.
- ❖ VERIFY EACH MONTH SMOKE DETECTORS ARE IN WORKING ORDER.
- ❖ MAKE SURE EVERYONE IN YOUR FAMILY KNOWS HOW TO USE A FIRE EXTINGUISHER.
- ❖ DO NOT PLACE LIT CANDLES WHERE THEY MAY BE REACHED BY CHILDREN.
- ❖ NEVER LEAVE CANDLES BURNING UNATTENDED.

**DAYLIGHT SAVINGS
TIME ENDS:
SUNDAY,
NOVEMBER 3,
2019**

FALL FIRE SAFETY TIPS

TIME CHANGES MEAN BATTERY CHANGES:

GET IN THE HABIT OF CHANGING THE BATTERIES IN YOUR SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS EVERY FALL AND SPRING WHEN CHANGING THE CLOCKS FOR DAYLIGHT SAVINGS TIME. MAKE IT A STANDARD PROCEDURE IN YOUR HOUSEHOLD TO VERIFY THAT ALL FIRE EXTINGUISHERS ARE FULLY CHARGED AND IN WORKING ORDER WHEN YOU ADJUST THE CLOCKS EACH SEASON.

SERVICE YOUR FURNACE:

BEFORE THE COLD AUTUMN AND WINTER WEATHER SETS IN, BE SURE TO CALL YOUR HEATING AND COOLING COMPANY TO SERVICE YOUR FURNACE. A SPECIALIST SHOULD INSPECT THE FURNACE TO MAKE SURE EVERYTHING IS IN WORKING ORDER AND THAT THERE ARE NO LEAKS.

FIREPLACE SAFETY:

KEEP THAT FIRE IN ITS PROPER PLACE BY USING A FIREPLACE SCREEN TO KEEP SPARKS FROM FLYING OUT OF THE FIREPLACE. NEVER LEAVE A BURNING FIRE UNATTENDED, AND MAKE SURE A FIRE IN A FIREPLACE IS COMPLETELY OUT BEFORE GOING TO BED.

OUTDOOR FALL FIRE SAFETY TIPS:

- ✓ CLEAR YOUR ROOF AND GUTTERS OF UNNECESSARY BUILD UP OF DEBRIS, SUCH AS PINE NEEDLES AND LEAVES.
- ✓ LEARN THE OUTDOOR BURNING REGULATIONS IN YOUR AREA, AND DO NOT ENGAGE IN ILLEGAL BURNING OF LEAVES AND OTHER OUTDOOR DEBRIS.



SAFETY COMMITTEE

Nicholas D. Morelli
Acting Director of Business Services
Representing Administration

David Andrews
Instructional Coach
Representing BEA

Larry Boyle
Maintenance
Representing SEIU

Chad Broman
Center Township Elementary
Assistant. Principal
Representing Managerial

Anita English
Special Education Secretary
Representing PSEA/NEA/ESPA

Les Zang
Supervisor of Custodial Maintenance
Representing Managerial

Ellen Scott
Recording Secretary