

# WORKPLACE SAFETY

# NEWSLETTER

2ND QUARTER  
2017-2018 SCHOOL YEAR



**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 is the district's Workers' Compensation provider for the 2017-2018 school year.

Initial treatment for your injury, unless an emergency, should be sought at:

Med Express Urgent Care  
(Any location)

OR

Concentra Medical Center  
15 Freeport Road, Suite 100  
Pittsburgh, PA 15215

**PLEASE NOTE: FAST-ER CARE IS NOT AN ELIGIBLE PROVIDER FOR A WORKMANS' COMPENSATION INJURY.**

While flu comes and goes each year, flu viruses can circulate and cause illness each season. Flu vaccines are made each year to protect against the flu viruses that research indicates will be the most common.

Everyone 6 months and older should get a flu vaccine every year by the end of October, if possible. However, getting vaccinated later can still be protective since flu viruses can circulate into May during some seasons.



## WHEN SHOULD YOU WASH YOUR HANDS?

- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone who is sick
- Before and after treating a cut or wound
- After blowing your nose, coughing, or sneezing
- After touching an animal or animal feed
- After touching garbage



## WHAT IS THE RIGHT WAY TO WASH YOUR HANDS?

- Wet your hands with clean, running water, turn off the tap, and apply soap.
- Lather your hands by rubbing them together with soap. Be sure to lather the backs of your hands, between your fingers, and under your nails.
- Scrub your hands for at least 20 seconds.
- Rinse your hands well under clean, running water.
- Dry your hands using a clean towel or air dry them.

# **ACCIDENT REPORT: 1<sup>st</sup> QUARTER 2017-2018 SCHOOL YEAR**



**There were a total  
of 10 reported  
injuries during the  
first quarter of the  
2017-2018 school  
year.**

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**4 of the 10 accidents  
were due to a slip,  
trip or fall.**

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**1 of the 10 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: 4  
Food Service: 1  
Ground Crew: 0  
Health Tech: 0  
General Maintenance: 1  
Network Administration: 0  
Paraprofessional: 3  
Principal: 0  
School Police: 0  
Secretarial: 0  
Substitute Custodian: 0  
Substitute Teacher: 0  
Teacher: 1

**Fall is Here!**



## **THE DANGERS OF LEAVES ON THE ROAD**

When leaves accumulate on the roadway and become wet, they can get extremely slippery, making the driving conditions similar to driving on ice. If the temperature drops below freezing, the wet leaves will freeze and turn into dangerous icy leaves on the roadway. Besides reducing the car's traction, causing skidding and the possibility of losing control of the vehicle, leaves often cover the painted road markings, making it difficult to know the locations of the lanes.

- Slow down if you are driving on a road covered with leaves, especially when driving around turns.
- Allow yourself plenty of room to stop in an emergency. Keep a greater distance between you and the car in front of you.
- Leaves make it difficult to see potholes and bumps in the road.
- A pile of leaves raked to the side of the road is an inviting place to a child. Children enjoy jumping into the leaf piles or burrowing down into them and hiding. Never drive through a leaf pile. Use caution going around turns and where children are playing.
- Keep your windshield leaf free to avoid wet leaves getting stuck under the windshield wiper blades.
- In order to avoid the possibility of a fire hazard from the exhaust system or catalytic converter, never park your vehicle over a pile of leaves.

## **CHANGING WEATHER CONDITIONS**

In many areas, autumn is a damp, wet season. There are many rainy or foggy days and nights. As the temperatures drop, frost often coats the ground at night.

- When driving in fog, set your headlight to low beam. This setting aims the beam of light down toward the roadway.
- In the fall as temperatures drop, frost often forms on the roadway, causing hazardous driving conditions. Drive slowly and break gently at overpasses and bridges as these areas frost over more quickly than other roadway surfaces.
- Be aware of areas where black ice forms on the roadway.



### **Safety Committee Members**

**Dr. Brian Slamecka**  
Assistant Superintendent  
Representing Administration

**Travis Craig**  
Intermediate High School Teacher  
Representing BEA

**Phil Hankey**  
Maintenance  
Representing SEIU

**Glenn Raymer**  
Intermediate High School Principal  
Representing Managerial

**Shirley Scialabba**  
Special Education Secretary  
Representing PSEA/NEA/ESPA

**Les Zang**  
Supervisor of Custodial Maintenance  
Representing Managerial

**Ellen Scott**  
Recording Secretary