

STUDENT SAFETY

JLI-R

Procedures

1. Within the first two weeks of each school year, as appropriate, information or a planned lesson on bus, walking, bicycle, and/or general safety will be presented to students in grades K-12. Principals will assign this responsibility to appropriate building staff members. Every effort shall be made to train students in safe conduct in school and supervised instruction areas. Safety as an attitude is to be stressed.
2. Staff handbooks will reflect these safety concerns. The handbooks are to include fire, disaster, and evacuation plans. The plans, other than fire, are to be practiced or reviewed with building staff at least once a semester. Fire drills shall be conducted once every month.
3. Instruction on safety and accident prevention shall precede the use of materials and equipment by students in industrial arts, home economics, art, physical education, physical therapy, and other subjects/areas as appropriate, with applicable units of work in each subject/area. The subject instructors shall teach and enforce these safety rules. Protection devices are to be worn where appropriate.
4. Periodic inspections will be made by the principal or his/her designee, with staff member assistance as appropriate. Inspection will be of such areas as playgrounds, potentially hazardous as well as regular or special equipment, school buildings and grounds, and athletic facilities, noting in particular health, fire, and safety hazards.
5. Each school will establish a Safety Committee composed of building staff, whose responsibility will be to help meet safety standards within the building. This committee will be established by the principal but will act independently thereof. It will make periodic safety inspections, look for ways to enhance building safety, and promote safety awareness. Its actual safety concerns will be reported to the principal, and he/she will arrange for correction.
6. In all cases, safety instruction will use as its minimal basis the district "Safety Handbook".
7. As a general safety practice, no staff member should:
 - a. Send students on personal errands
 - b. Transport students in a personal vehicle
 - c. Release a student to anyone other than an authorized person
 - d. Transport physically handicapped students from one area to another without use of special equipment or the services of appropriate staff
 - e. Leave physically handicapped students unattended without adult supervision
 - f. Leave any student unattended

EFFECTIVE: 11/1/87