



## Eye Protection—A Sample Policy

*Beaverton School District Science Safety Handbook*

Eye and face protective devices are to be worn in courses, which include, but are not limited to, vocational or industrial arts shops or laboratories, and chemistry, physics, or combined chemistry and physics laboratories, at any time the individual is engaged in an activity or is observing the use of hazardous substances likely to cause injury to the eyes. Such activities include, but are not limited to, the following:

- Working with hot molten metal.
- Working with hot liquids or solids or with chemicals which are flammable, toxic, corrosive to living tissues, irritating, strongly sensitizing, radioactive, or which generate pressure through heat, decomposition, or other means.
- Working with materials and/or

equipment under stress, pressure, or forces which might cause fragmentation, including the use of hand or power tools against hard materials such as stone or metal.

### Protection Practices

Eye and face protection devices must be provided for participants and observers when danger of exposure to any of the following is present:

1. Impact
2. Chemical splash
3. Dust
4. Light rays and glare
5. Laser

School personnel shall assess the eye exposures for which they are responsible and

*(Policy continued on page 3)*

## Vinyl Lunch Boxes—A Hazard?

*Consumer Products Safety Commission*

**Q:** *Recent news reports have indicated that there are dangerous levels of lead in kid's lunch boxes, is this correct?*

**A:** CPSC staff has tested samples of children's lunch boxes for accessible lead and found no instances of hazardous levels. The staff tested the inside and outside of each lunch box and the preliminary results were consistently below one microgram (one millionth of a gram) of lead. This is an extremely low level of lead and would not present a health hazard to children.

**Q:** *How can you be sure that children are not being exposed to hazardous levels of lead in their lunch boxes?*

**A:** One way that children

can be exposed to lead is from handling objects with accessible lead and then placing their hands in their mouths. Based on the low levels of lead found in our tests, in most cases, children would have to rub their lunch box and then lick their hands upwards of 100 times a day, for about 15-30 days, in order for the lunch box to present a health hazard.

**Q:** *What is CPSC doing to prevent issues like this from coming up in the future?*

**A:** CPSC staff encourages companies to use alternatives to lead in products intended for children. CPSC staff also recommends that manufacturers and

importers of vinyl lunch boxes test their products for accessible lead using the CPSC staff's laboratory test procedure. Finding and preventing lead hazards in children's products is an important part of our mission and CPSC has a proven record of working with companies to recall products that pose a lead hazard to children. ♦



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## News from the ... OSBA IPACT PROPERTY AND CASUALTY TRUST

### Athletic Safety Checklist

The following concerns should be reviewed and discussed at least annually:

#### First Aid

1. Have all coaches and assistant coaches been trained in first aid and CPR?
2. In the event of an injury, is emergency medical help readily available?
3. Do emergency vehicles have clear and easy access to fields and gyms?
4. Are security guards, ushers and school personnel trained in emergency procedures both for individual and larger-group injuries?

#### Athletic Fields and Facilities

1. Are bleachers, stands, stairs, steps, and doors safe and in good repair?
2. Are bleachers, stands, stairs, steps and access routes kept clean and free of trip or slip hazards during events?
3. Is there adequate lighting from the field or gym to parking areas?
4. Are bushes, trees and other potential hiding places either trimmed, exposed or well-lit to prevent troublemakers from hiding in them? Are these areas checked after hours when it is dark?

#### Transportation

1. Are all teams transported by school bus or school van to their away games?
2. Are drivers well-rested?
3. Are the routes to and from away games planned out with alternate routes noted?

4. Is adequate allowance for weather and traffic made when setting the departure time?
5. Are buses or vans ready for inclement weather?
6. Are all team members accounted for both before and after each event?

#### After-Incident Risk Management

1. Is a written incident report prepared for all injured players or team members? Is the report reviewed by district officials and the athletic director?
2. If additional medical treatment is needed beyond first aid, is the student, staff member or coach referred to seek medical care? Is this documented in the incident report?
3. If a fan or guest is injured, is an incident report written and a copy given to district officials for review?
4. Are emergency evacuation plans written, practiced and evaluated annually?
5. If a security incident occurs, do all parties involved and available write incident reports for district officials?
6. If there is a serious altercation or emergency, is an emergency communication plan established to provide pertinent information to the media, concerned parents, guests and the public?
7. After any incident, is a review of procedures made to look for improvements in the future? Is the review documented and referred to district officials?

All of the above questions should be discussed at the district and school level. By thinking through and planning a response, the impact on the district may be minimized. ♦

### Safety Committees—A Review

#### *What is the purpose of a safety committee?*

The purpose of a safety committee is to bring employees and management together in a non-adversarial, cooperative effort to promote safety and health in each work facility. A safety committee assists the employer and makes recommendations for change.

#### *Which employers are required to have a safety committee?*

Every public or private employer with 11 or more employees must establish and administer a safety committee.

#### *How many members should a safety committee have?*

For employers with less than 20 employees, the committee must have at least two representatives. For employers with more than 20 employees, the committee must have at least four representatives. A representative from each major work activity within each school should serve on the committee. Representatives can be volunteers or elected by peers.

#### *How often does a safety committee need to meet?*

School safety committees should

meet monthly during the scheduled school year except the months which safety inspections are made. The committee should conduct a safety inspection of the facilities quarterly.

#### *What are the key activities of a safety committee?*

The committee should focus on:

- a. Achieving a safe and healthful workplace;
- b. Identifying hazards and unsafe practices and recommending improvements;
- c. Assisting the employer in creating

*(Committees continued on page 4)*

(continued from Policy on page 1)

recommend the appropriate protection. This recommendation shall protect students, staff members, and visitors.

It is the responsibility of the teaching staff to see that eye protection is worn in those areas that have been identified as exposure areas.

Eye and face protection policies should be established for each identified area and the program rigidly enforced and monitored by all concerned.

Eye and face protection is supplied and maintained by the school and provided without cost to students, staff members, and visitors. Students have the option of supplying their own

goggles as long as they purchase goggles that conform with ANSI Z87.1.

**The American National Standards Institute (ANSI) is a non-profit association which publishes standards covering a broad range of equipment and industries. ANSI's objective is to provide basic performance requirements for eye and face protection.**

### Contact Lenses

All teachers and students should be aware that contact lenses pose a special safety hazard. Gases and vapors can be concentrated under such lenses and cause permanent eye damage. In the event of a chemical splash into an eye, it is often nearly impossible to remove the contact lens to

irrigate the eye because of involuntary spasm of the eyelid. Person attempting to irrigate the eyes of an unconscious victim may not be aware of the presence of contact lenses, thus reducing the effectiveness of such treatment. Soft lenses can absorb solvent vapors even through face shields and, as a result, adhere to the eye.

It is strongly recommended that the wearing of contact lenses in the laboratory be discouraged. If the teacher permits contact lenses to be worn, protection by non-vented goggles should be required. Wearing only safety glasses or vented goggles over contact lenses should not be permitted since there is a possibility that chemicals may infuse under the contact lenses and cause eye damage.

### Eye and Face Protective Devices

The science curriculum involves activities that present danger from flying particles or objects, from splattering hot or corrosive substances, or from damaging radiation. Since the eyes are especially vulnerable to injury from such hazards, teachers must take measures to provide eye protection during these activities. If certain experiments are especially dangerous and adequate protection is not available, "hands on" experiments should be eliminated from the program, and replaced by controlled demonstrations or films.

To avoid accidental exposure to chemicals or particulate, approved safety goggles will be worn in any operation when eye hazards are present.

*All goggles used must meet ANSI standard Z87.1. Models are available which can be worn over spectacles.*

Full face shields should be worn when working with glassware under reduced or elevated pressure and with glass apparatus used in combustion or other high temperature operation.

*\*Goggles: protection against impact and splash, reduction of dust and fumes*

*\*Face Shield: partial protection of face against impact and splash*

### Care of Eye Protection Devices

If a protective device is worn by more than one person, it will require a means of disinfection. The most effective method of disinfecting eye protective equipment is 1) thorough cleansing with soap and warm water, and 2) careful drying with tissue. A complete immersion in disinfecting solution for 10 minutes is another means of disinfection. After such treatment, the protective devices should be allowed to dry at room temperature, because wiping will destroy the germicidal residue which otherwise retains its effectiveness while in use. Schools may use ultraviolet light sanitizers if they wish. However, the ultraviolet light causes rapid deterioration of plastic and rubber parts.

Local lab safety supply companies have disinfectant sprays, lens cleaning tissue, and lens cleaning lotions available for purchase.

### Eye and Face Wash Fixtures

Prior to any work in the chemical laboratory, plans and facilities must be established for action to be taken in the event of splashing of chemicals in or near the eye. Adequate attention to the immediate flushing of the eye with clean tempered water from a gentle flowing source such as an eye-wash fountain for a predetermined time (10 to 15 minutes is the usual recommendation) should be followed by prompt treatment by the student's family physician or an ophthalmologist especially alerted and acquainted with chemical injuries.

**Interested in more information on ANSI Standards?  
Visit [www.osssoa.org](http://www.osssoa.org)**

Eye wash fixtures are required in science instructional laboratories where hazards from chemical splash or chemical mist/vapor may be encountered. The eye wash stations should be located within 10 seconds distance from student work areas. An eye wash fixture should provide a soft stream or spray of aerated water for an extended period (15 minutes).

Fixtures or hoses with aerated nozzles are the preferred method for handling chemical splash. With an alkali splash, the first few seconds are important. Speed and the volume of water are critical. Eye wash stations consisting of a wall holder or bracket and a bottle containing boric acid or a buffer solution are not recommended, because they contain too little liquid and water alone is best. ♦

## Common Hazards—How safe are your schools?

All schools share a number of common hazards and safety issues. See how many of these simple issues you have taken care of.

- ∇ Are walking surfaces free of trip/slip hazards
- ∇ Are TVs secured to their AV carts
- ∇ Are paper cutters fitted with blade guards
- ∇ Are paper cutter blades kept in the down position
- ∇ Are electrical plugs and cords in good condition
- ∇ Are exit lights in working condition
- ∇ Are student areas posted with fire drill exit signs
- ∇ Are laptops kept secure when not in use
- ∇ Do classroom wall/bulletin board decorations meet fire codes
- ∇ Is upholstered furniture treated with fire retardent
- ∇ Are manual pencil sharpeners blades covered
- ∇ Are electric pencil sharpeners protected by GFI or a safe distance from water
- ∇ Do health rooms comply with Bloodborne Pathogen Standards
- ∇ Is medication kept under lock and key in the health room
- ∇ Are secondary containers labeled per OSHA mandate
- ∇ Are flammables stored appropriately
- ∇ Are combustibles kept away from sources of ignition
- ∇ Are required postings kept readily visible in the employee break room
- ∇ Are custodian closets and boiler rooms kept locked
- ∇ Are power strips plugged directly into a wall outlet
- ∇ Are extension cords used for temporary use only

The above list is not intended to be all inclusive of every hazard in your school. It is only a beginning point to raise your level of awareness of some of the safety issues addressed at all schools.

## Does Anybody Have Any Suggestions?

We'd love to hear from you. Members are the driving force behind what associations provide. And we won't know what you think unless you tell us.

If you have a specific service you think the association should be providing, let us know.

If you have issues and topics you'd like the association to cover in the newsletter, let us know.

Please contact any of the board members at any time with your ideas.

(continued from Committees on page 2)

- or improving accident and illness prevention programs;
- d. Establishing procedures and conducting workplace safety inspections quarterly;
- e. Establishing procedures to ensure employers investigate all safety related incidents; and,
- f. Involving all other employees in creating a healthful workplace

*Do written records of committee meetings need to be maintained?*

Minutes should be taken at each meeting and maintained for three years by the employer. A copy of each meeting's minutes must be posted or made available for all employees.

*What rules should the safety committee follow?*

Safety committees must follow Oregon Administrative Rules, Chapter 437 as well as any school district policy the board may have set.

Additionally, it may be beneficial for the committee to create a working agreement or bylaws by which they will operate as a group. The agreement should cover the committee goals, representative duties, meeting schedule, procedures for decision making, investigative procedures and committee evaluations. ♦

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The OSSOA Newsletter is produced by the Oregon School Boards Association liaison to the association as a service for the Oregon School Safety Officers Association membership.

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