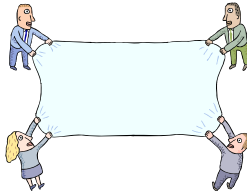


November 2008
Volume 4, Issue 4



The Safety Net Holiday Issue

Published by the Safety/Health Action Committee of the San Diego Unified School District



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Ladder Safety

Ladders cause an estimated 300 deaths and 130,000 injuries requiring emergency medical attention every year. Some of the most common hazards involving ladders are instability, electrical shocks, and falling. With a bit of thought and some knowledge, these accidents can be prevented.

- Before using a ladder outdoors, choose a location that is well away from all power lines. Coming in contact with live wires can be fatal.
- Place the ladder on level ground and open it completely, making sure all locks are engaged.
- Use the 4-to-1 rule for extension ladders: for each 4 feet of distance between the ground and the upper point of contact (such as the wall or roof), move the base of the ladder out 1 foot.
- Always face the ladder when climbing and wear slip-resistant shoes, such as those with rubber soles.
- Keep your body centered on the ladder and gauge your safety by your belt buckle. If your buckle passes beyond the ladder rail, you are overreaching and at risk for falling.
- Make sure rungs are dry before using the ladder.
- Stand at or below the highest safe standing level on a ladder. For a stepladder, the safe standing level is the second rung from the top, and for an extension ladder, it's the fourth rung from the top.



S/HAC Safety Nominations

Who is making your site a safer place to be? Who goes above and beyond the call of duty? Who do you really appreciate for the care they take of their colleagues and students? Nominate this person for S/HAC safety recognition! Download the form at <http://www.sandi.net/risk/safety.htm>. Those recognized will receive a certificate and a letter will be placed in their personnel file.

Holiday Tree Safety

1. Use only fresh cut trees and check water daily.
2. Place tree away from sources of ignition.
3. Use only UL approved lights and inspect them thoroughly for signs of wear.
4. Do not overload circuits or connect too many sets of lights together.
5. Unplug lights prior to bed time or whenever leaving home.

Toy Shopping Tips

1. Buy age appropriate toys.
2. Avoid toys with strings, cords or ropes as well as small parts for infants.
3. Toys that are propelled by springs and/or rubber bands can be dangerous.
4. Consult the CPSC web site for toy recalls & suggestions.

The Safety Net

SAFE HOLIDAY SHOPPING TIPS

1. Avoid carrying a purse. If you must carry a purse keep it zipped and close to your body.
2. Limit the amount of cash you carry and do not flash it around.
3. Keep your keys, cash, & credit cards separated.
4. Constantly pay attention to what is going on around you.
5. Park close to stores when possible and remember where you parked.
6. Leave prior to stores closing.
7. Walk out with other people.
8. Request a security escort if you are leaving after closing.
9. Ask for all forms of ID, credit cards, and receipts prior to leaving stores.
10. Store packages out of site in your trunk.



Carbon Monoxide Poisoning & Fire protection

Carbon Monoxide

1. Have professionals inspect and service your furnace/heater.
2. Ensure fresh/make up air vent is open and working properly.
3. Have chimney flue inspected and cleaned periodically.
4. Avoid the use of fuel space heaters.
5. Replace filters IAW manufacturers recommendations.
6. Ensure return air vents are unobstructed.
7. Install a CO alarm.

When was the last time you tested your smoke alarm?

1. Test your alarm(s) once a month and replace the batteries annually or when the low battery warning sounds.
2. Install at least 1 smoke alarm on each level of your home and in/near all sleeping areas
3. Develop a home fire escape plan that includes emergency evacuation routes and an outside meeting place.