

Students

SAFETY

AR 5142 (a)

Supervision

The site administrator of each school shall ensure that certificated employees and teacher aides supervise the conduct and safety, and direct the play of students of the school, who are on school grounds during school hours, before and after school, during recess, and during other intermissions.

The site administrator shall inform parents/guardians of the hours before or after school that students may be on campus.

Safety rules for the use of facilities and equipment shall include as appropriate:

1. Rules on acceptable playground behavior and on the proper use of play apparatus in elementary schools;
2. Rules relating to gymnasium and field areas in high schools;
3. Safety rules clearly posted in chemistry classes;
4. Shop class rules, including the requirement that power equipment never be used without the teacher's presence in the shop. Students must pass safety tests at mastery level before using such equipment, and test results must be kept on record.

School staff shall train students on the above rules and include safety instruction in their lesson plans when appropriate. Copies of the rules shall be sent to parents/guardians and be readily available at the school at all times.

The site administrator or designee shall:

1. Clearly identify supervision zones on the playground and require that supervisors remain outside at a location from which they can observe their entire zone of supervision;
2. Require that all individuals supervising students remain alert in spotting dangerous conditions and report any such conditions to the site administrator or designee promptly and in writing;
3. Establish emergency procedures that ensure swift response to accidents, fighting, and situations that could become dangerous, such as overcrowding or unusual gatherings of students.

The Superintendent or designee shall ensure that teachers, teacher aides, and volunteers who supervise students receive training in the above safety practices and in supervisory techniques that will help them to prevent problems and resolve conflicts.

Note: Supervisors' training should be documented and kept on file. Staff evaluation forms should include an evaluation of the employee's success with supervisory responsibilities.

When determining the ratio of playground supervisors to students, the **Superintendent Site Administrator** or designee shall consider the size of the playground area, the number of blind spots that are not immediately visible, the age and gender of the students, and the general nature of their behavior.

Reporting/Notification Requirements

The parent/legal guardian of a student involved in an accident, incident, or illness that threatens the safety, health or welfare of a student at school or during school-sponsored activities will be

Commented [CO1]: Note: The following optional regulation includes suggested safety practices. To avoid liability for not carrying out its own rules, the district should use only those portions of our sample regulation which it will fully implement.

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notified. A written report must be prepared by school personnel and provided to the school administrator and Assistant Superintendent. The report must include:

1. Date, time, and location of accident/incident;
2. Name of Person(s) involved and witness(es);
3. Names and job titles of school personnel who witnessed, participated, or supervised;
4. Description of conduct that preceded the accident/incident, including efforts and strategies utilized prior to the accident/incident;
5. Description of the accident/incident, including duration; and,
6. Description of how the accident/incident ended, including any further action taken.

As soon as practicable, after an accident or incident has occurred, staff shall review and make recommendations, if any, for adjusting or amending, as applicable, facility management, procedures, strategies, accommodations, or additional staff training; and if necessary, reporting to appropriate law enforcement authorities.

(cf. 5131.41 Violent and Aggressive Conduct)

(cf. 5131.42 Threats of Violence)

(cf. 5131.43 Harassment, Intimidation and Bullying)

(cf. 5141 Health Care and Emergencies)

(cf. 5142.3 Restraint and Seclusion)

(cf. 5144 Discipline)

(cf. 5144.1 Suspension and Expulsion)

Release of Student to Adult

Students shall be released during the school day in the custody of an adult only if:

1. The adult is the student's parent/legal guardian ~~except when there is legal documentation stating otherwise;~~
2. The adult has appropriate identification and the verified authorization of the student's parent/legal guardian;
3. The adult is a properly authorized law officer acting in accordance with law;
4. The adult is taking the student to emergency medical care.

(cf. 5021 - Noncustodial Parents)

(cf. 5141.4 - Child Abuse and Neglect (Reporting Procedures))

(cf. 5145.11 - Questioning and Apprehension)

Laboratory Safety

The site administrator of each school offering laboratory work to students shall designate a trained certificated employee to regularly review and update the school's procedures for laboratory safety.

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All classroom chemicals will be stored either in the original container or in containers clearly marked as to the contents, pursuant to the district's hazard communication program.

Playground Design, Equipment and Maintenance

Teachers, teacher aides, maintenance staff, parents/guardians and students are encouraged to contribute their ideas for making the playground as safe as possible.

Playgrounds should be designed for ease of supervision and should have:

1. Clearly defined entry and exit routes that lead to and from play areas without crossing other major activities;
2. ~~Fences or other appropriate~~ barriers limiting vehicle access to play areas;
3. Proper water drainage;
4. Bicycle racks that are fenced and located where easily visible;
5. Safety rules posted at the entrance and near play equipment.

The age, size and ability of the students who will use playground equipment shall determine the choice of equipment, the height of platforms and slides, and the diameter of climbing bars.

Whenever possible, playground equipment shall be installed by the manufacturer, by the manufacturer's representative stating that the equipment has been properly installed in accordance with the manufacturer's specifications.

The following guidelines shall be observed when playground equipment is installed:

1. Concrete footings shall be kept from six to twelve inches below finished grade;
2. Appropriate cushioning materials shall be installed under the equipment before it is used.
 - i. Except for tetherball poles and basketball standards, playground equipment shall not be installed over blacktop, concrete.
 - ii. Cushioning materials shall be placed in all areas where a student might fall when using the equipment.
 - iii. Cushioning materials shall be maintained at the depth recommended by the manufacturer, always at least eight inches.
 - iv. Cushioning material shall be resupplied on a regular basis to ensure adequate depth at all times, including vacation breaks.
3. The equipment and its cushioning border shall be set back at least eight feet from other equipment. Swings shall be set back at least two times the crossbar height, both front and back.

Maintenance staff shall:

1. Rake cushioning materials daily and remove foreign objects.
2. Regularly clean cushioning material from areas surrounding the cushioned area so as to minimize slipping.
3. Regularly inspect playground equipment and fences to ensure that all parts are in good condition by:

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- i. Checking wooden structures for holes, cracks, splinters, and possible rot at ground level;
- ii. Looking for protruding nails or sharp edges and repair as needed.

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