Oregon City School District #62  
Safety Committee Meeting Minutes

Date: 12/17/2015  
Time: 8:00 AM  
Place: Admin Board Room

2015-16 Meeting Dates
Meetings will not be held during safety walk-through/inspection months (October, January, April, June, July, and August).

- September 24, 2015
- November 19, 2015
- December 17, 2015
- February 18, 2016
- March 17, 2015
- May 19, 2015

Training – Recognizing Safety Hazards
The group discussed playground equipment safety/inspections. Playground inspections are conducted monthly by custodians. Unsafe playgrounds and playgrounds that have not been inspected can be a liability for school districts. It was mentioned that it can be difficult to keep kids off of broken equipment. Caution tape/plastic orange construction fencing was suggested. Gail is available to assist as needed/requested.

Some playground items/areas to pay close attention to include:

- Swing set hooks that may be separating
- Fall zones – keep area around equipment clear and maintain adequate/even wood chips
- Trip hazards in open spaces – weeds in wood chips, etc.
• Increased supervision for swing sets
• Ask staff to be on the look-out for concerns, areas needing wood chips raked, etc.

Accidents/Incidents
The total number of accidents/incidents is lower that it was at the same time last year. However, the number of recent accidents/incidents indicates that we are “catching up” to 2014-15. Safety Committee representatives are asked to encourage staff to slow down to prevent slips/trips/falls which are the highest reported incidents. The second most common injuries are strains and there has been one significant back injury that occurred when a staff member was lifting/folding cafeteria tables. Staff members who lift/fold cafeteria tables are encouraged to perform this task in teams of two in order to reduce the likelihood of injury.

Safety Suggestions / Building Concerns
The group discussed concerns in buildings. Some notable concerns included: wet floors due to weather and small spills, deicer for sidewalks/entries, keeping exit pathways clear. Some maintenance/repair concerns included: ice buildup on the freezer at Jackson, the lunch tray window at Gardiner. Chris Davison is researching the use of bleach vs. an alternative sanitizer in kitchen areas. The safety of bleachers being put away incorrectly after building use by outside groups was discussed. Custodians are encouraged to call Todd Kemhus when bleachers have not been stowed correctly in order to determine what group used the building and may need additional training in the use of bleachers.

Safety Inspections
Safety inspections should be completed at each building during the month of January. Please bring Inspection Reports to the February meeting for a group discussion. Gail is available to visit buildings and help to identify items/areas of concern. If interested please contact her to schedule a date/time. Inspection forms can be found at the OCSD website on the Health and Safety page.

Next Meeting: Thursday, February 18, 2016 at Jackson Room 104 (formerly Room 17)