

# Policy

Glen Ridge Board of

## Education

7430 SCHOOL SAFETY

### Employee Safety

Through its overall safety program, the Board of Education shall seek to ensure the safety of employees during working hours.

The Board shall be diligent in maintaining safe working conditions for employees. It shall provide an Exposure Control Plan for the occupational containment of bloodborne pathogens.

The Board shall expect employees to follow all established safety rules and regulations, such as those pertaining to the use of safety equipment, the wearing of safety clothing and protective eye devices where appropriate, and the lifting or shifting of heavy weights.

Employees shall report all accidents to their supervisor immediately.

### Non-Certificated Staff Employee Safety

Through its overall safety program, the Board of Education shall seek to ensure the safety of employees during working hours.

The Board shall be diligent in maintaining safe working conditions for employees. It shall provide an Exposure Control Plan for the occupational containment of bloodborne pathogens.

The Board shall expect employees to follow all established safety rules and regulations, such as those pertaining to the use of safety equipment, the wearing of safety clothing and protective eye devices where appropriate, and the lifting or shifting of heavy weights.

Employees shall report all accidents to their supervisor immediately.

### Pupil Safety

The Board of Education recognizes the safety of its pupils as a consideration of utmost importance. The Superintendent shall maintain all facilities and equipment in proper condition to provide a safe learning environment, ensuring compliance with state law on the handling, labeling and storing of hazardous substances.

The Superintendent shall oversee development of a districtwide safety program with emphasis on accident prevention. All teachers shall be familiar with the provisions of this program that particularly concern them. Regulations concerning use and maintenance of eye protective devices shall be scrupulously enforced by all staff.

The Superintendent shall inform all staff of school safety rules and regulations at the beginning of the school year and shall post copies of the rules in a prominent place in each school. Special emphasis shall be given to accident prevention and precautionary measures in case of fire.

The staff must maintain complete classroom and playground supervision during regular school hours. The Superintendent shall seek the cooperation of parent(s) or legal guardian(s) to prevent any children being unsupervised on school property during lunch hour and during morning arrival and afternoon dismissal times. Further, the Superintendent shall seek the cooperation of the police and other appropriate agencies in providing for the safety of pupils on or around school property. The Board shall adopt the necessary regulations governing supervision of pupil safety.

No pupil shall leave the school before the end of the school day without permission of the Principal. No pupil shall run errands on school business off the school property.

The curriculum shall include courses in safety as required by state law. The Superintendent shall oversee development and implementation of a vocational education safety program correlated with coursework. In development of courses, the safety of participating pupils shall be a primary consideration.

Employers of work/study pupils are required to report to the Principal if a pupil has not reported for work within one hour of the expected arrival time. Other pupils leaving before regular dismissal must be met in the school office and signed out by a parent(s) or legal guardian(s) or a person authorized to act in his/her behalf.

A record shall be kept indicating the legal custodian of each pupil. Such custodian shall be responsible for informing the Superintendent of any changes in the pupil's custody. If one parent(s) or legal guardian(s) has been awarded custody of the pupil in a divorce, the other parent(s) or legal guardian(s) shall present to the Principal a letter authorizing him/her to accompany the child from school before the child may be released. The Principal may take reasonable steps to verify the letter. It is the responsibility of the person or agency having custody to inform the school that such authorization will be required.

N.J.S.A. 18A:6-2; 18A:40-12.1; 18A:40-12.2

N.J.S.A. 40:67-16.7

N.J.A.C. 6A:16-1.4; 6A:26-12.5

Adopted: 25 November 2002