

WORKPLACE SAFETY PROGRAM & JOINT LOSS MANAGEMENT COMMITTEE

A. Workplace Safety Program.

The Superintendent shall prepare and maintain a current workplace safety program as required under RSA 281-A:64, which program shall be filed with the Commissioner of the New Hampshire Department of Labor, and updated at least biennially. The workplace safety program shall meet the requirements established by the Department of Labor (see NH Code of Admin. Rules Lab 602.01-02), and, among other things, shall include a plan for responding to violent acts committed by students against employees, volunteers, and visitors.

B. Joint Loss Management Committee.

The Superintendent will cause the formation of the Joint Loss Management Committee (the "Committee") as required by RSA 281-A:64, III. The purpose of the Committee is to bring workers and management together in a non-adversarial, cooperative effort to promote safety and health in each workplace. The Committee's recommendations are advisory only, and are intended to assist the employer.

The composition, function and duties of the Committee shall be as provided under New Hampshire Department of Labor rules Lab 603.01, 603.02 and such other rules as the Department of Labor may, from time to time, adopt. The Committee shall also address protocols for employees to follow in relation to workplace violence, including training as required by RSA 281-A:64, III.

The Committee shall meet at least quarterly, with the first meeting each year to occur before the beginning of the student school year.

~~The Raymond School Board recognizes its responsibility to provide a safe, secure learning environment for all its students and staff. It is the policy of the Raymond School District to take every reasonable precaution to achieve this goal.~~

~~The School Board authorizes the Superintendent to implement the Emergency Operations Plan (EOP) developed by the Districtwide Emergency Management Committee, which includes representatives from the police and fire departments. Further, the Superintendent will cause the formation of the Joint Loss Management Committee as required by RSA 281-A:64.~~

~~The practice of safety shall also be considered a facet of the instructional plan of the District schools by incorporating educational programs in fire prevention, emergency response actions, etc., appropriately geared to students at different grade levels.~~

~~The Superintendent shall implement a training schedule for all Raymond School District employees and volunteers. The Superintendent shall further see that all plans are reviewed quarterly with the Districtwide Emergency Management Committee, and drills are conducted in a timely fashion throughout the school year in accordance with state and federal law and the District training schedule.~~

~~Each Principal and the Director of Safety & Facilities shall be responsible for the supervision and implementation of a safety program for his/her school. General areas of emphasis shall include but not be limited to: in-service~~

~~training; accident record-keeping; plant inspection; driver and vehicle safety programs; fire prevention; catastrophe planning; and emergency procedures and traffic safety problems relevant to students and employees. The Principal shall be responsible for developing student safety procedures to be used on school buses, school grounds (including playgrounds), during authorized school activities (such as field trips), and within school building(s) (including classrooms and laboratories). The building's safety plan shall be on file in the SAU office.~~

~~In the implementation of the Emergency Operations Plan, each Principal and the Director of Safety & Facilities shall be responsible for the following:~~

- ~~1. Train all new staff and volunteers who enter their building throughout the year.~~
- ~~2. Maintain a log of emergency response action drills, as well as monthly fire drills.~~
- ~~3. See that all exits from rooms and buildings are clearly marked and cleared of debris.~~
- ~~4. Implement a strict sign-in/out procedure for all students.~~
- ~~5. Implement a strict sign-in/out procedure for all visitors and include the issuance of visitors' badges.~~
- ~~6. Instruct each staff member that they are to question any adult in the school who is not displaying a proper badge. All visitors must be escorted back to the main office to sign in and receive a badge.~~

~~In a further attempt to ensure safety, each school employee and volunteer is required to wear a District ID badge. This shall also apply to off-site school-related functions with students present.~~

Statutory Reference:

~~RSA 281-A:64, III~~

~~RSA 200:40~~

~~ED. 306.10 (a) (2) (d)~~

RSA 281-A:64, Worker's Compensation, Safety Provisions; Administrative Penalty

NH Code of Administrative Rules, Ed 306.04(a)(2), School Safety

NH Code of Administrative Rules, Ed 306.04(d), School Safety Procedures

NH Code of Administrative Rules, Lab 602.01-02, Safety Programs

NH Code of Administrative Rules, Lab 603.01-04, Joint Loss Management Committee

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Legal References Updated 2015

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