

Congratulations to the 2018-2019 Loss Control Facility Follow-Up Inspection Winners

K-8 School District
Columbia USD

Unified School District
Calaveras USD

High School District
Bret Harte UHSD

County Offices
**Tuolumne County
Superintendent of
Schools**

Multi-Site District
Vallecito USD

**The Tuolumne JPA
is very proud and
thankful for your
commitment to
improving the
level of safety at
your school sites.**

Custodial Safety



Custodians play a key role in schools. Their jobs require physical movement and the use of a variety of equipment, tools and chemicals. Make sure your team is safely prepared for their tasks by going over these safety topics.

- **Don't** use equipment, tool or chemical unless you have received proper safety training. Equipment should only be used for its intended purpose.
- **Always** put out caution signs before mopping or doing other floor maintenance.
- **Never** use equipment such as mops or brooms to block or detour a walkway. Only use the proper warning devices such as tape, cones, and wet floor signs.
- **Use** safe lifting techniques: size up the load, squat and use your legs to power the lift. Do not lift by bending over and relying on back strength!
- **Avoid** twisting or turning while lifting.
- **Check** electrical cords on cleaning equipment before plugging in the item. Do not use if the cord is frayed or prongs are bent or broken.
- **Never** yank electric cords out of outlets by the cord. Do not run over cords with equipment.
- **Know** which PPE is required for each job task, where it is located, and how to properly use it.
- **Encourage** employees to report safety hazards. Make sure they know how to report, and whom to report to.

What's So Dangerous About Golf Carts?

Golf carts and other low-speed vehicles are useful for moving supplies and equipment. But since the start of the 2019-2020 school year, national headlines have read:

- Community rallies around family after son's serious golf cart accident
- Girl, 17, succumbs to brain injury in tragic golf cart accident
- 15-Year-Old California Student Dies After an On-Campus Golf Cart Crash

Sometimes students jump in the cart and drive without permission. Other times a student was authorized to drive the cart. SISC provides our members with Powered Cart and Low Speed Vehicle Safety training on Get Safety Trained. Students should be prohibited from driving golf carts and only ride in the passenger seat if a staff member is driving. Keys should be removed and carts secured when not being operated. No passenger should be allowed, except in designated seats, with arms and legs remaining inside the vehicle. When these steps are not followed, serious injuries occur to passengers (i.e. cart hits a bump, turns a corner too quickly).

Help keep students and staff safe.



- **Keep** chemicals and treated mops away from furnaces, light bulbs and other heat sources.
- **Don't** leave trash in the custodial closet - it can become a fire hazard.
- **Use** rubber wedges to prop open doors. Don't use a piece of equipment or broom handle to keep a door open.
- **When** moving objects, mats, or boxes, lift - don't pull or tug it over to a new spot.

Disinfectants

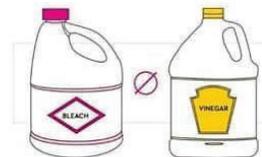
[Products with EPA-approved emerging viral pathogens claims](https://www.epa.gov/sites/production/files/2020-03/documents/sars-cov-2-list_03-03-2020.pdf) are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.). Find the list at the following link:

https://www.epa.gov/sites/production/files/2020-03/documents/sars-cov-2-list_03-03-2020.pdf

DO NOT MIX THESE CLEANING PRODUCTS

BLEACH + VINEGAR

Bleach and vinegar mixture produces chlorine gas, which can cause coughing, breathing problems, burning and watery eyes.



BLEACH + AMMONIA

Bleach and ammonia produce a toxic gas called chloramine. It causes shortness of breath and chest pain.



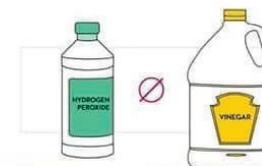
BLEACH + RUBBING ALCOHOL

Bleach and rubbing alcohol makes chloroform, which is highly toxic.



HYDROGEN PEROXIDE + VINEGAR

This combination makes peracetic/peroxyacetic acid, which can be highly corrosive



SAFETY

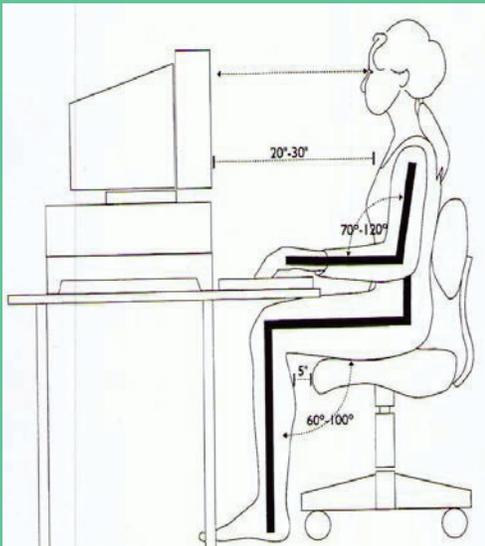


DO THE FIVE

Help stop coronavirus

- 1 **HANDS** Wash them often
- 2 **ELBOW** Cough into it
- 3 **FACE** Don't touch it
- 4 **SPACE** Keep safe distance
- 5 **HOME** Stay if you can

ERGONOMICS



HOME WORKSTATION

The COVID-19 disease could come with more consequences than we can imagine, including additional symptoms of a sore neck, shoulder, or wrist. That's because many of our home work spaces don't provide the same workstation setup that is available in our regular offices.

A computer workstation at home may be comprised of a laptop computer on a couch, bed, or kitchen table. As comfortable as some options may sound, using an improper workstation setup for an extended duration can add to increase risk for ergonomic related injuries or musculoskeletal disorders such as tendonitis and carpal tunnel syndrome. With good ergonomics in place (the science of properly fitting the workspace to the worker) we can avoid injuries and work more comfortably regardless of where you might work.

There are ways to increase comfort to your workstation using things you already have in your home. Some simple tips for setup include:

- Get off the couch...use an adjustable chair (if possible). If you don't have a good chair, add pillows for back/leg support.
- Raise your chair (most kitchen tables and desks are too high). Use a pillow as a seat cushion if needed.
- Support your feet on a phone book, step stool, etc., if they don't firmly touch the ground while sitting.
- Raise your monitor using books, old shoe boxes, etc.. The top of the monitor should be at or slightly below eye level, shoulders relaxed with the elbows around 90 degrees.
- If you're using a laptop or tablet, use an external keyboard and mouse. This way you can raise the display up to a comfortable eye level and be able to type more comfortably.
- Take breaks from your screen...five minutes of standing up and walking around resets our natural posture and prevents us from getting comfortable in the wrong position.

Along with the above setup information, you may find additional workstation setup tips in this video from an expert ergonomist:

https://youtu.be/F8_ME4VwTiw

Try to stick to a routine during your work-from-home time, just as you would at the office. Drink plenty of water throughout the day and limit snacking. Taking micro-breaks to complete a load of laundry or tidy up the kitchen will get you out of your chair and give you more time to enjoy your evenings too.

Working from home can be great, it's a comfortable environment and the commute can't be beat, but with that comfort comes some risk. Considering how you're completing your daily tasks and taking the necessary steps to mitigate the risk factors will enable you to work in both comfort and safety.

**** The material in this newsletter should be part of your Injury and Illness Prevention Plan (IIPP). Keep a copy of this newsletter in your IIPP binder.***