

SAFETY

Instructional Staff-

- 1. Assume responsibility for safe and healthy working areas for his/her students while they are under his/her jurisdiction.**
- 2. Take the initiative in recommending correction of deficiencies noted in facilities, work procedures, or attitudes that affect loss of productivity and materials.**
- 3. Ensure that each student is trained for and physically able to do the procedure he/she is assigned to do and that he/she is familiar with published work rules.**
- 4. Inspect all tools and equipment at frequent intervals and keep these in a safe and serviceable condition. This should be done at the beginning of each class or more frequently if necessary.**
- 5. Instruct all students in the reporting of all accidents and the necessity of receiving first aid treatment, even in cases of minor injuries.**
- 6. Instruct all students on prescribed policies and procedures during an emergency.**
- 7. Properly maintain all personal protection devices, safety equipment and first aid material.**
- 8. Develop, implement and integrate proper health and safety practices into his/her curriculum reflective of the College/industry safety standards.**

Students -

(Students play an integral part in the success of safety and are required, as a condition of their enrollment, to exercise due care in the course of their education to prevent injuries to themselves and their fellow students.)

- 1. Report all unsafe conditions and or acts to his/her instructor.**
- 2. Be responsible for using proper procedures while performing tasks such as using proper lifting methods/refraining from horseplay, etc.**
- 3. Keep work areas clean and orderly at all times.**
- 4. Follow prescribed policies and procedures during an emergency. For example, know how medical attention may be obtained.**
- 5. Report all accidents/injuries immediately no matter how minor to his/her instructor.**
- 6. Be certain that he/she understands instructions before starting work. All safety rules and established work instructions should be followed including proper use of only prescribed equipment for a job.**
- 7. Wear required dress/personal protection equipment when working in hazardous operational areas.**