

ROSEVILLE AREA SCHOOLS
Independent School District No. 623

Policy 748 – Health and Safety

1.0 Purpose

The purpose of this policy is to assist the District in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

2.0 General Statement of Policy

The policy of the District is to implement a health and safety program that includes plans and procedures to protect employees, students, volunteers, and members of the general public who enter District buildings and grounds. The objective of the health and safety program will be to provide a safe and healthy learning environment; to increase safety awareness; to help prevent accidents, illnesses, and injuries; to reduce liability; to assign duties and responsibilities to District staff to implement and maintain the health and safety program; to establish written procedures for the identification and management of hazards or potential hazards; to train District staff on safe work practices; and to comply with all health and safety, environmental, and occupational health laws, rules, and regulations.

All District employees have a responsibility for maintaining a safe and healthy environment within the District and are expected to be involved in the health and safety program to the extent practicable.

For the purpose of implementing this policy, the District may form a health and safety advisory committee to be appointed by the Superintendent. The Health and Safety Advisory Committee will be composed of employees and other individuals with specific knowledge of related issues. The advisory committee will provide recommendations to the administration regarding plans and procedures to implement this policy and to establish procedures for identifying, analyzing, and controlling hazards, minimizing risks, and training school district staff on safe work practices. The committee will also recommend procedures for investigating accidents and enforcement of workplace safety rules. Each recommendation shall include estimates of annual costs of implementing and maintaining that proposed recommendation. The Superintendent may request that the safety committee established under Minn. Stat. § 182.676 carry out all or part of the duties of the advisory committee or the advisory committee may consider recommendations from a separate safety committee established under Minn. Stat § 182.676.

3.0 Procedures

3.1 Based upon recommendations from the Health and Safety Coordinator and District Safety Committees and subject to the budget adopted by the

Policy 748 – Health and Safety

School Board to implement or maintain these recommendations, the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing within the District in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and reviewed on an annual basis. The administration shall identify a contact person to oversee compliance with each specific plan or procedure.

- 3.2 To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the District shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions that, through experience or research, have consistently proven to lead to specific positive outcomes.
- 3.3 The District shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

4.0 Program and Plans

For the purpose of implementing this policy, the administration will, within the budgetary limitations adopted by the School Board, implement a health and safety program that includes specific plan requirements in areas as identified by MN Statute 123B.57. If a risk is not present in the District, the preparation of a plan for that risk will not be necessary.

5.0 Budget

The Superintendent shall be responsible to provide for periodic School Board review and approval of the various plan requirements of the Health and Safety Program, including current plan requirements and related written plans and procedures and recommendations for additional plan requirements proposed to be adopted. The Superintendent, or such other school official as designated by the Superintendent, each year shall prepare preliminary revenue and expenditure budgets for the District's Health and Safety Program. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the School Board and the public. The School Board shall review the projected revenues and expenditures for this program and make such adjustments within the expenditure budget to carry out the current program and to implement new recommendations within the revenues projected and appropriated for this purpose. No funds may be expended for the health and safety program in any school year prior to the adoption of the budget document authorizing that expenditure for that year, or prior to the adoption of an amendment to that budget document by the School Board to authorize that expenditure for that year. The Health and Safety

Policy 748 – Health and Safety

Program shall be implemented, conducted, and administered within the fiscal restraints of the budget so adopted.

Adopted: 5/12/12
Reviewed: 6/25/13
Reviewed: 6/24/14
Reviewed: 6/27/15
Reviewed: 11/14/17