



# Groundskeeper Health & Safety Orientation

05/05/2009





# What will we learn today?

Legislation

Responsibilities

Policy

General Safety Rules

Grounds Keepers Safety  
Guide

What to do in the event of an  
emergency?

# Legislation (The Law!)

- Occupational Health and Safety Act
- Regulations:
  - Occupational Safety General Regulations
  - WHMIS Regulations
  - OH&S First Aid Regulations
  - Fall Protection & Scaffolding Regulations
  - OH&S Administrative Penalties Regulations
  - Violence in the Workplace Regulations
- Codes of Practices & Guidelines

<http://www.gov.ns.ca/lwd/healthandsafety/pubs.asp>



# What about Responsibility?

NS OHS Act is based on an Internal Responsibility System:

*Everyone at a workplace is responsible for creating and maintaining a safe and healthy workplace – to the extent of their ability and authority to do so.*

# What about Responsibility?

## For employees – this means:

- read, understand, and comply with safety policy, work practices, procedures and rules
- Wear required safety equipment and personal protective devices and clothing
- Notify supervisor of unsafe conditions or act that may endanger themselves or others
- Take reasonable precaution to protect the safety of themselves and others
- **Participate in health & safety training**

# South Shore Regional School Board's Occupational Health and Safety Policy

## KEY POINTS!!!

- Safety of students and employee is a first priority
- Committed to the prevention of injuries, illnesses and incidents harmful to the environment
- Reducing potential risks
- All employees share responsibility to protect health and safety of themselves and others
- Work in compliance with the law, work practices and procedures
- Recognizes violence in the workplace as a health and safety hazard; there can be physical and emotional harm from violence; and any form of violence is unacceptable
- Committed to minimize or eliminate the risk of violence





# South Shore Regional School Board's General Safety Rules

APPLY TO ALL EMPLOYEES!

- Report accidents, injuries, near misses, unsafe conditions and practices
- Use safe work practices and job procedures
- Wear personal protective equipment
- Use tools as intended
- Electrical tools grounded and double insulated
- Do not use damaged or worn equipment
- Welding or burning operations by authorized personnel only
- Safe transportation of compressed gas cylinders
- Good housekeeping practices
- Do not work when ability is impaired
- Actively participate in safety program
- Do not work under suspended loads

# WHAT TO DO IN THE EVENT OF AN EMERGENCY

- Seek assistance immediately – co-worker, use cell-phone, yell or signal for help
- Obtain medical attention as required – first aid kits, dial 911, or if able, drive to nearest medical facility
- Report all accidents and incidents as soon as possible, provide details and assist with investigation and help determine causes so that prevention of recurrences can be implemented.
- Report to office to complete documentation
- Follow medical advice and participate in rehabilitation plans, modified duties and return-to-work plans
- Maintain regular communication with Supervisor on your recovery status and expected return to work



# SUMMARY

All physical work exposes workers to some level of health & safety hazards. It is important that we work together to reduce the risks to as reasonably low as possible.

The legislation outlines an “Internal Responsibility System” that support this effort.

This includes employee responsibilities to participate in protecting their own safety, including safety training.

The South Shore Regional School Board has developed a policy that support this.

There are also Safety Rules, Job Procedures and practices covering the use of Personal Protective Equipment.

However, if an emergency does still occur, it is important to know what to do.