

<p><b>Safety and Emergency Measures 10110</b></p> <hr/> <p>Accident Prevention</p>	<b>Administrative Application</b>	
	<b>Last Reviewed / Approved on:</b>	June 9, 2020
	<b>References:</b>	Policy 12 – Role of the Director
	<b>Status:</b>	Operational

**Preamble**

In order to prevent accidents in schools or on the school grounds, principals shall ensure that effective student supervision is provided and that school equipment, buildings, and grounds are kept in good repair.

**Application**

1. Supervision of students in the school building and on the school grounds shall be provided according to school division policies and procedures.
2. Principals and maintenance staff shall regularly inspect school equipment, buildings, and grounds for possible unsafe conditions.
3. Unsafe equipment, building, or grounds conditions shall be reported immediately to the Controller of Plant and Accommodation Services. In conjunction with the Controller of Plant and Accommodation Services, the principal shall ensure that unsafe equipment, building, and grounds conditions are corrected.
4. Principals and teachers are responsible for helping to prevent accidents by ensuring that students are effectively supervised in school buildings and on school grounds.
5. Principals, teachers, caretakers, and other staff members should be cognizant of the safety condition of school equipment, buildings, and grounds.
6. Requisitions for minor repairs to school buildings, grounds, and equipment should be forwarded to the Supervisor of Facilities.
7. Report hazardous or unsafe conditions to the Controller of Plant and Accommodation Services immediately.