Loss Control
A Keenan Solution

Take 5

TEACHER/AIDE & CLASSROOM SAFETY – APRIL 2019

Here are some good housekeeping/safety practices that you can implement in your work environment which can help you and others avoid injuries in your classroom:

- Keep aisles and exits clear of trip and fall hazards and obstructions such as boxes, backpacks, ball racks, coats, desks, file cabinets, and trash.
- Keep overhead storage (top of cabinets) to a maximum of one box height and less than 10 pounds per box or item. Make sure the item is secured against falling.
- Never stand on a chair, desk, or counter top. Take the time to find and use a sturdy ladder when one is needed.



- Clean up all water spills around sinks and drinking fountains as soon as they occur or as soon as you notice the spill.
- See that doormats are in good condition. Curled edges and soiled doormats present a slip/trip/fall hazard.
- Do not leave the overhead projector electrical cord plugged in. Unplug it after each use and ensure that the cord is not a tripping hazard.
- Always close file cabinet and storage drawers after use.
- When lifting heavy items, ask for help! Remember to keep the load close to your body, squat, lock your back by raising your chin, and lift with your legs, not your back!!!
- Report all safety hazards, issues, and concerns to your supervisor immediately. Communication is essential to a successful safety program.

It only takes a minute to make a safe choice.
It takes a lot longer to recover from an unsafe one.

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Keenan's loss control services promote safety awareness, and assist in the identification of conditions which may pose a risk of injury. We do not suggest that following our recommendations will eliminate all risk of injury or will result in improved loss experience.

Innovative Solutions. Enduring Principles.

Keenan & Associates