

Greene County Career Center
STUDENT SAFETY AGREEMENT

The Greene County Career Center (GCCC) has incorporated into our curriculum the following safety rules and regulations to ensure the safety of our students and staff. The lab instructor will be working closely with your student to give them the opportunity to use various tools and equipment throughout the career technical lab experience. It is essential that each rule is followed in order to provide a safe and productive school year.

Appropriate instruction around the equipment for safe operation is closely supervised at all times. Although every precaution is taken to prevent accidents, a certain risk is involved due to the nature of the experience, the age of your student, and the learning environment. **We are asking you to impress upon your student the importance of using required safety and personal protective equipment, following all safety rules, thinking before acting, and taking appropriate precautions.** We believe this will support the instruction that is given at Greene County Career Center.

1. Approved and appropriate safety apparel and personal protective equipment must be worn at all times when entering or working in the lab. Proper safety equipment must be worn in all areas of the lab outside the locker room or anywhere else the student may be sent to do an assigned job throughout the building, including jobs that extend outside the building. This includes uniforms, eye and hearing protection, foot wear, hard hats, masks, respirators, and other items necessary to particular programs or specific assignments.
2. Occupational safety glasses, meeting ANSI Z87.1 standards must be worn in all parts of the lab by everyone in the lab, including teachers, students, and visitors.
3. The wearing of all jewelry, wrist watches, and loose clothing is prohibited in the labs.
4. Any student with long hair is required to have the hair pulled back with an elastic band and/or tucked into a cap, when working in the lab. (Guideline: If the hair is long enough to be pulled back into a "pony tail", this regulation will be enforced.)
5. No piece of equipment, tool, machine, or instrument will be operated without prior instructions on its operation and safety. All work must be approved by the teacher.
6. The removal of machine guards and safety devices, even for a brief interval, without proper authorization is strictly prohibited.
7. Before starting a machine, the operator is to check the area around the machine, looking for broken or misaligned safety covers and guards. Any items which do not meet safety standards should be reported to the teacher immediately.
8. Until properly grounded or locked out, dead electrical circuits shall always be treated as live circuits. When working on any equipment, making repairs, and/or adjustments, the power supply is to be disconnected.
9. No food or beverage will be permitted in any area of the building except the cafeteria.
10. Any oil, grease, or foreign material must be removed from any walking surface immediately.
11. Any type of "horseplay", in any part of the building, will not be permitted. It is essential, for the safety of all concerned, that each individual conducts himself/herself in a professional manner.

12. All flammable material must be stored in proper safety containers and in small amounts. All oil-soaked rags and cleaning materials must be properly stored in metal flame-proof containers.
13. Smoking is not permitted on school property. The carrying of matches, lighters, and spark-producing devices, by students, is prohibited.
14. All students are to be aware of hazardous material control procedures.
15. Paint-spraying operations must be performed in designated areas only.
16. No student will be permitted or required to lift any material which he/she suspects may be too heavy or bulky to be lifted safely or properly. Proper lifting techniques must be followed at all times.
17. All equipment put on over-head hoist or stand jacks must be inspected by the teacher before a student gets underneath the equipment.
18. Students may not drive a vehicle in the lab, or on school property, without a driver's license and specific permission from the teacher.
19. Tools and portable equipment must be stored in approved areas or containers when not in use.
20. All walkways, stairs, aisles, fire extinguishers, and electrical panels must be kept clear. All exits must be kept unobstructed at all times.
21. It is the responsibility of each student to report to the teacher any problem which the student feels may be an actual or potential health/safety hazard.
22. Each student must immediately report to the teacher any injury or exposure.
23. Students are not permitted in the lab without instructional staff present.
24. Any student failing to comply with the above rules and regulations or any student physically, mentally, and/or emotionally incapable of functioning in a safe and proper manner may not be permitted to participate in some or all laboratory activities and may be referred to the school administration or the School Nurse/Safety Director, whichever the teacher deems necessary.
25. Safety violations will be documented and parents will be made aware of repeated or flagrant violations.