

Greater Essex County District School Board

General Safety Rules

EACH TEACHER SHALL ADD ADDITIONAL SAFETY RULES THAT PERTAIN TO THEIR SPECIFIC SHOP/CLASSROOM AREA.

Teachers shall explain all the safety rules to the students. A signed copy of the safety rules shall be an integral part of each student's file.

An **Elementary Technology Centre License** shall be issued, signed by the instructor and student after he/she has been instructed, by the teacher, in the safe operation of shop power tools, equipment and/or machinery and the student has demonstrated safe use of each.

1. All injuries must be reported to the teacher (no matter how small).
2. Students must report all physical disabilities, medical problems, or allergies which affect their class performance to the teacher.
3. Students must report to the teacher in charge when he/she is under the influence of prescribed or unprescribed drugs and/or alcohol.
4. Shop equipment or machinery must not be operated without teachers' prior instruction and permission. Students will demonstrate the safe operation of equipment or machinery to the teacher (License Testing).
5. Safety guards on all machines must be in their proper position when operating the machine.
6. Damaged or malfunctioning equipment must be reported to the teacher immediately.
7. Appropriate protective clothing must be worn (wear only closed-toed footwear, full length pants, etc. --- no sandals, shorts, capri pants, skirts, sleeveless tops or bulky clothing). T-shirts are recommended. Special protective gear such as safety glasses, gloves, etc. will be provided as required.
8. Students must tie up long hair and use appropriate head gear to confine loose ends close to the head (pins, clips, etc).
9. Students must not be in possession of a disposable butane lighter in shop classes.

10. Students must not operate power machinery or equipment while wearing loose clothing.
11. Eye protection must be worn where required.
12. One person shall operate a power tool or machine at any given time.
13. Students must never take unsafe shortcuts.
14. The right tools must be used for the right jobs.
15. Running in the technology room is not permitted.
16. Throwing of any objects is strictly forbidden.
17. Fooling or horseplay in the technology room is prohibited.
18. Do not distract other students from the job they are performing.
19. Unsafe or hazardous conditions within the shop room must be reported to the teacher immediately.
20. Compressed air must never be used to blow off dust from your body.
21. Good housekeeping procedures must be practised in all areas of the class to ensure the safety of all students.
22. Students shall adhere to all additional safety rules that will be identified for each area of the technology centre during class visits.

**THE ABOVE GENERAL SHOP SAFETY RULES ARE ESTABLISHED
FOR THE PROTECTION AND SAFETY OF ALL STUDENTS.**

**IF THERE IS ANYTHING YOU DO NOT UNDERSTAND, AFTER HAVING THE ABOVE
SAFETY RULES EXPLAINED TO YOU, ASK YOUR TEACHER FOR AN EXPLANATION.**

I have read and had the above General Safety Rules explained to me. I understand and agree to observe them. Failure to follow these rules will result in removal from the technology program for the remainder of the visit.

Date _____ Parent Signature _____

Home Room Teacher _____ **School** _____

Student Name _____ **Student Signature** _____
(please print legibly)