



Securing Your School for the Summer

Another successful school year has come to a close and you deserve a break! In between the much needed pool time, vacations, and festivals, the summer is also a great time to make sure you're set up for success for the upcoming school year. The planning and prep work you do now can help ensure a less stressful school re-opening and a more safe and compliant school year. Read on for tips and tactics to make the most of your summer and lessen your stress for the fall.

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Schedule Your Annual Review

Plan Ahead for Success

School is out for the summer! By now, you may be checking off the final items of your to-do list so you can enjoy some fun in the sun. Our Safety Advisors hope to be part of the end-of-year checklist to share important updates in preparation for the upcoming school year.

We affectionately call this the annual review, and it checks all the boxes for our administrators. The heart of the call is our training plan review which covers new legislation and courses that have been added to your customized training plan to meet federal, state, and local requirements. Your district may have specific training needs based on policy trends and with over 700 online staff training courses, PublicSchoolWORKS has what you need to ensure the safety and wellbeing of your staff and students.

It's time to take back time and energy spent on compliance. Our goal is to let administrators be hands off the system, so they can be hands on in their district. Our annual review makes that possible. Check in with your Safety Advisor to see if your district needs to schedule a time to meet.



CARRIE'S CORNER

I'm Carrie Mockler, VP of Client Services at PSW. I know summer transitions can be tough! Make sure you take care of YOU this summer by:

- *Reflecting on what went well this past year*
- *Writing three things you'd like to do differently next year*
- *Make a book list for your upcoming summer reading*
- *Look through your PD notes and incorporate what you liked*
- *Take on one new hobby*
- *Get outside in nature!*

Model Written Plans

Safety Document Library

Occupant safety and a healthy environment are important factors in the functioning of the total educational program. To help meet a district's commitment of making its schools a better place to learn and work, creating positive relationships with the district customers and stakeholders, and preparing students to be responsible citizens and to work safely in the community, PublicSchoolWORKS has developed model written plans to assist in reducing or eliminating exposure to occupational hazards.

If your state has adopted Federal OSHA regulations, there are multiple written plans a district should have in place to be compliant: a Bloodborne Pathogens Exposure Control Plan, a Hazard Communication (Chemical Safety) Plan, and a Lockout / Tagout (Control of Hazardous Energy) Plan. Not only does OSHA require these plans to be in place, but they also require them to be made easily accessible to staff. Our Safety Document Library module is a central repository where you can store all key environmental health and safety documents.

Even if you are not in a Federal OSHA state, having written documentation of the steps you take as an employer to reduce the risk of injury and protect workers from hazards is an important component of providing the safest work environment. To ensure your school district is fully committed to the health and safety of all faculty, staff, students, and visitors, please contact your Safety Advisor to discuss the adoption of the PublicSchoolWORKS' model written plans.

Compliance Tasks

Help Complete End of the Year Checklists

Once the final bell rings for summer break, a school building may seem empty but key staff can often be found on campus each day taking care of critical tasks throughout the summer to close out the school year. Did you know that many end-of-year tasks, like chemical inventory, various safety inspections, and annual recharge of fire extinguishers can be sent automatically through our Compliance Task Management System? Ditch the post-it notes or calendar reminders because the management, notification, tracking and documentation of safety tasks is automated!



As Staff move in and out of the district, our replacement tool allows you to shift the priorities and tasks from one person to another to make sure that no task gets left behind. Your Safety Advisor will review the system during your annual review; however, if you'd like a more in-depth review of the system, please let them know and they can schedule a time to review your compliance manager plans.

Heat Safety

Awareness and Prevention

As the school year ends and you embrace the start of summer, it's important to keep heat and sun safety in mind. Although illness from heat exposure is preventable, every year thousands become sick from occupational heat exposure. Implementing best practices like lessening workload intensity during hot times of the day, staying hydrated, using sunscreen, wearing light-colored and loose-fitting clothes, and increasing the frequency and length of rest breaks are all beneficial ways to protect your employees from heat-illness.

Help promote a safe work environment and reduce the risk during summer activities by ensuring your staff and students are educated and prepared for the summer heat with our variety of Heat-Illness courses: Heat-Illness Awareness, Heat-Illness Prevention, Heat-Illness Prevention for School Athletics (NFHS), and Heat-Illness Prevention for Student Activities.



WORKS Announcements

New Customers Joining The Organization

- South Columbus Preparatory Academy - Southfield
- South Columbus German Village
- Lorain Preparatory High School
- Sheffield Academy
- Gateway Online Academy
- Preble County BODD
- King Art Complex
- Bright Beginnings

New Courses

- Service Animals in Schools
- Hazing Awareness and Prevention
- Coming Soon: Substitute Teaching - An Introduction
- Coming Soon: Substitute Teaching - Classroom Management and Instruction