

## Preventing Slips and Falls



Slips and overexertion are the leading causes of accidents and injuries that result in compensation claims, with falls ranking next. That is why we need to spend some time today discussing slips and falls and what can be done to prevent them. Perhaps the best way to prevent slips and falls is -- you guessed it-- good housekeeping in every work area.

- Offices, classrooms, work areas, hallways and especially steps should be kept free of equipment and other objects that block traffic or present tripping hazards. When not in use, tools and other equipment should be kept in proper storage places. Remember "There's a place for everything and everything has its place."
- A spill should be cleaned up immediately to eliminate the danger. In addition to good housekeeping, there are some other employee practices that can help prevent slips and falls:
- If you notice tripping hazards, such as bulges in carpeting, loose floor boards or raised edges, report these to the supervisor so repairs can be made.
- Place electrical cords and/or telephone cables so that they do not lie in heavily traveled areas. If they must lie in heavily traveled areas, anchor them with electrical tape.
- Custodians should mop only half of a hallway at once, leaving the other half open for passage. They should take time to post "Wet Floor" signs. You and others should respect the signs.
- Walk through hallways and on stairways.
- Use handrails when traveling on stairs.
- Do not climb on storeroom shelving. If you must reach high shelves, never substitute crates, boxes or other objects for ladders.
- Make sure stepladders are equipped with safety feet and are in excellent condition.
- Wear proper footwear on the job at all times.

The safety rules for preventing slips and falls really are just "common sense" rules, which you have probably heard dozens of times before. Nevertheless, a look at the statistics tells us that they need to be repeated until we do our part to prevent those disastrous slips and falls, which are costing school districts time and money and a lot of pain as well.

Let's concentrate on safety today and every day to prevent slips and falls!