

**SAFETY: PERSONAL AND POSSESSIONS****SUPERVISION**

The principal of each school shall ensure that certificated employees, teacher aides or campus supervisors supervise the conduct and safety, and direct the conduct, of students of the school who are on school grounds before and after school, during lunch, and during other intermissions.

Safety rules for the use of facilities and equipment shall include as appropriate:

1. Rules relating to gymnasium and field areas in high schools
2. Safety rules and emergency procedures clearly posted in chemistry classes.
3. Shop class rules, including the requirement that power equipment never be used without the teacher's presence in the shop. Students must pass safety tests at mastery level before using such equipment, and test results must be kept on record.

School staff shall train students on the above rules and include safety instruction in their lesson plans when appropriate. Copies of the discipline guidelines shall be sent to parents/guardians and be readily available at the school at all times.

The principal or designee shall:

1. Clearly identify supervision zones on the campus and require that supervisors remain outside at a location from which they can observe their entire zone of supervision.
2. Require that all individuals supervising students remain alert in spotting dangerous conditions and report any such conditions to the principal or designee promptly and in writing.
3. Establish emergency procedures that ensure swift response to accidents, fighting, and situations that could become dangerous, such as overcrowding or unusual gatherings of students.

The Superintendent or designee shall ensure that teachers, teacher aides, campus supervisors and volunteers who supervise students receive training in the above safety practices and in supervisory techniques which will help them to forestall problems and resolve conflicts.

**RELEASE OF STUDENT TO ADULT**

Students shall be released during the school day in the custody of an adult only if:

1. The adult is the student's parent/legal guardian.
2. The adult has appropriate identification and the verified authorization of the student's parent/legal guardian.
3. The adult is a properly authorized law officer acting in accordance with law.

4. The adult is taking the student to emergency medical care, at the request of the principal or designee.

**EYE PROTECTION DEVICES**

The district shall provide eye protection devices in accordance with law.

Staff shall ensure that all students, teachers and visitors wear eye protective devices when they are engaged in or observing an activity or using hazardous substances likely to cause injury to the eyes.

The Board shall provide the first pair of eye safety devices required by law at district expense. If these devices are lost or damaged, students and teachers may obtain replacements for an amount not exceeding their actual cost to the district.

**MISSING CHILDREN**

In order to enable district staff to assist in locating missing children, the Superintendent or designee shall ensure that Department of Justice information on missing children is posted at every school. In schools maintaining elementary grades, this information shall be posted in areas restricted to adult use.

**LABORATORY SAFETY**

The principal of each school offering laboratory work to students shall designate a trained certificated employee as "building laboratory consultant" responsible for reviewing, updating and carrying out the school's procedures for laboratory safety.