

**SECTION 1:  
ACCIDENT PREVENTION PROGRAM- PURPOSE**

The Asotin-Anatone School District is committed to providing a safe and healthful environment for all students and employees. The Accident Prevention Program was developed under direction from the Superintendent to help fulfill this commitment. The program provides an authoritative source of information to assist administrators, supervisors, and employees in their efforts to conduct business in a safe and healthy manner consistent with applicable law, rule, policy, or regulation. This program contains information and guidance about maintaining a safe and secure work environment for employees, students and the public. The elements of this program cover a broad spectrum of areas, all designed to prevent accidents and injuries.

The purpose of the Accident Prevention Program is to improve the skill, awareness, and competency of all school district employees in the field of occupational safety and health. To accomplish this purpose The Asotin-Anatone School District will:

- Assist employees in identifying any unsafe work conditions or practices in order to protect themselves and others from undue hazards.
- Provide new employees with safety orientation training.
- Provide ongoing training to improve safety skills and knowledge.
- Involve district employees in keeping the workplace safe.
- Plan for emergencies.

This program applies to all employees of the school district and to all contract personnel where applicable. The safety guidelines in this program are not all-inclusive. It is important to understand that it is impossible to adopt or set standards and procedures which will apply to every work setting or operation that may arise. In situations where unusual work conditions exist, or where hazard may be present, additional precautions and/or procedures may be required to ensure safety. Individuals should consult with the superintendent, their supervisor or the Educational Service District (ESD) Loss Control Specialist with questions on safety and health issues and operating conditions that are not found in this program. Individual responsibility for personal safety and attention to detail is required in order to remain safe at all times.

Employees are encouraged to bring to the school district Safety Committee, school district administration, or their immediate supervisors, any ideas which may enhance the district's Accident Prevention Program, and to become familiar with the policies and procedures as outlined in this written program.