

PLAYGROUND SAFETY PROCEDURES

1. RESPONSIBILITY

A. The Principal of each school is responsible for the safety and adequacy of the playground equipment and grounds at his/her school. He/she

- sees to it that playground inspections are carried out at appropriate times (monthly) and that needed maintenance and repairs are made in a timely manner by the appropriate parties. These inspections and reports can be done by designated employees or by parent(s) (groups).
- shall submit the written inspection reports to the person designated by the superintendent.
- is responsible for seeing that the grounds and playground equipment are kept safe for students, as suggested by state and federal guidelines.
- is responsible for seeing that first aid supplies are provided for use by playground aides.
- is responsible for the emergency response at his/her school. The plan is to be posted in every room in the building.
- has the responsibility for the cancellation of recess. The safety (e.g., ice on the top of the ground) and physical comfort (e.g. wet clothing, extreme cold) of students will be the criteria. If the principal is out of the building, he/she will designate a responsible party for this decision.

B. The Maintenance Department performs semi-annual inspections, evaluating the playgrounds and equipment, according to guidelines issued by the Consumer Products Safety Commission (CPSC). The maintenance inspection report will be included in the school committee packets. The Maintenance Department is also

- responsible for maintaining playground equipment whether purchased by parent-teacher organizations or by the school system. Grounds maintenance includes: placing and replacing of sand at appropriate depth (8'--12") under play equipment, pruning of low tree branches, patching of crumbling asphalt and cement, filling in of holes, removal of stinging insects' nests, pruning of brush, trimming of grass and weeds, removal of glass and animal feces, spraying for poison ivy and the regular removal of litter.

2. SAFETY MEASURES

A. First Aid Supplies and First Aid Kits

The nursing staff at each school ensures that two first aid kits and fanny packs for each playground aide are available on the premises and kept stocked with up-dated supplies.

B. Adult Coverage on Playground

There is to be a minimum of one adult supervisor for every two classes during each outdoor recess period. At no time will students be left without adult supervision. If adequate adult supervision cannot be provided on any given day, the Principal will cancel outdoor recess. An aide with current (certified or recertified) CPR and first aid credentials is to be on duty at all times.

C. School Specific Rules

The system-wide playground rules aimed at accident prevention are to be augmented at each school because of the different grounds and equipment in each school.

Students and all staff must receive instruction on playground rules and safety during the first month of the school year and at another time during the second half of the school year.

D. Emergencies

A system-wide plan for responding to playground emergencies, including a section on how bee sting emergencies will be handled, is to be posted in every room and must be followed at each elementary school. If nursing staff is not on the premises, playground aides, who are trained in CPR and first aid, make the decision as to whether an ambulance is called to the school in response to an accident. The principal shall designate the person who will actually place the call to the emergency service. The parent will also be called. All staff shall be annually instructed in emergency procedures. A list of staff trained in CPR and first aid shall be posted in the main office and nurse's room in each school.

3. LIABILITY

All employees and volunteers are covered by the school system's liability insurance in the pursuance of their assigned responsibilities.