

<p style="text-align: center;">BLOOMSBURG AREA SCHOOL DISTRICT Policy Manual</p>
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Section: PROFESSIONAL EMPLOYEES

Title: RESPONSIBILITY OF STAFF FOR STUDENT WELFARE

Date Adopted: August 17, 1981

Date Last Revised: June 16, 2003

440. RESPONSIBILITY OF STAFF FOR STUDENT WELFARE

- .1 The purpose of this policy is to establish guidelines whereby adequate consideration of student welfare is achieved.

- .2 The Superintendent shall prepare and promulgate guidelines to ensure the maintenance of the following standards.
 - a. Each teacher must maintain a standard of care and concern for supervision, control and protection of students commensurate with assigned duties and responsibilities.

 - b. A teacher must provide proper instruction in the safety matters presented in assigned curriculum guides.

 - c. Each employee has the responsibility to immediately report to the principal an accident or a safety hazard she/he detects.

 - d. A teacher may not send students on any personal errands.

 - e. A pupil shall not be required to perform work or services that may be detrimental to his/her health.

- .3 Teachers and other professional employees are responsible for the safety of pupils in their charge within the building and on school property. Each teacher must be in the classroom or at any other assigned station at all times or must make sure that another teacher is temporarily in charge. The following guidelines are provided to minimize the occurrence of situations in which staff members may incur liability for their acts with relation to students:
 - a. Never leave class unattended while pupils are in room.

- b. Never leave class with an unqualified person in charge.
- c. Accompany class wherever it is assigned and remain with it until another responsible person assumes supervision.
- d. Do not permit pupils to use equipment in the classroom which has not been approved for school use. (Some teachers or pupils bring personal equipment that may be dangerous.)
- e. Do not permit use of machinery except for the instructional purpose it was provided.
- f. Do not permit students to work in a shop, kitchen, or laboratory without qualified supervision, and in accordance with the prescribed safety procedures.
- g. Report promptly unsafe equipment or conditions to immediate supervisor.
- h. Do not permit pupils not enrolled in shop classes or laboratory classes to use power tools or other dangerous equipment.
- i. Never permit equipment to be operated in an unsafe manner.
- j. Do not allow pupils whose recognized physical or mental condition makes them especially prone to accidents to use dangerous equipment.
- k. Organize classroom materials and equipment so as to minimize danger of injury to pupils and to staff.
- l. In general, exercise good judgement when assigning tasks to children to prevent bodily harm and damage to property.
- m. Ensure that proper safety gear is used whenever safety equipment is specified.