



North Coast Schools' Insurance Group

901 Myrtle Avenue • Eureka, California 95501-1294 • 707/445-7126 • FAX 707/445-7084
SERVING DEL NORTE COUNTY AND HUMBOLDT COUNTY SCHOOLS

Accident Prevention

An accident is defined as an unexpected, unintentional or undesirable event. The definition does not include the word *unavoidable*, yet when applying risk management best practices to the workplace accidents are preventable!

Consider this, unsafe acts cause four times as many accidents and injuries as unsafe conditions. This is not to say that people choose to have an accident but their choices may contribute to the cause. While human error might be inevitable, that does not mean there aren't efficiencies to take advantage of. There's no way to train a "perfect employee" but it is possible to train employees effectively to help them make significantly fewer mistakes.

With any luck at all, it's not every day that you are running out of a burning building or spraining an ankle, but rushing, frustration, fatigue, and complacency are states we find ourselves in almost every day. Some common accident causes are:

Taking shortcuts—every day we make decisions we hope will make the job faster and more efficient. But do these time savers ever risk you own safety, or that of other employees or students? Shortcuts that reduce your safety on the job are not shortcuts, but an increased chance for injury.

Being over confident—Confidence is a good thing. Over confidence is too much of a good thing. "It'll never happen to me," is an attitude that can lead to improper procedures, tool use or methods in your work. Any of these can lead to an injury.

Poor housekeeping—when parents or members of the public walk through your site, housekeeping is an accurate indicator of everyone's attitude about quality and safety. Poor housekeeping creates hazards of all types. A well maintained area sets a standard for others to follow. Good housekeeping involves both pride and safety.

Below are some basic safety rules to follow to prevent accidents:

1. If it looks unsafe, it probably is unsafe.
2. Immediately report all accidents, unsafe conditions and near misses.
3. Don't perform any task unless you have been trained and authorized to do so.
4. If you need help, ask for it.
5. Don't rush any task.
6. Follow all safety rules.
7. Know the hazards and how to control them.
8. Be present to your situation, not distracted.

