

**Policy 4257: Employee Safety**

**Status:** ADOPTED

**Original Adopted Date:** 06/01/1991 | **Last Revised Date:**  
03/01/2024 | **Last Reviewed Date:** 03/01/2024

The Governing Board is committed to maximizing employee safety and believes that workplace safety is the responsibility of every employee. Working conditions and equipment shall comply with standards prescribed by federal, state, and local laws and regulations.

No employee shall be required or permitted to be in any place of employment which is unsafe or unhealthful. (Labor Code 6402)

The Superintendent or designee shall promote safety and correct any unsafe work practices through education and enforcement.

All employees are expected to use safe work practices and, to the extent possible, correct any unsafe conditions that may occur. If an employee is unable to correct an unsafe condition, the employee shall immediately report the problem to the Superintendent or designee.

The Superintendent or designee shall establish and implement a written injury and illness prevention program that includes a workplace violence prevention plan and that provides employees with access to such program in accordance with law. (Labor Code 6401.7; 8 CCR 3203)

The Superintendent or designee shall make first aid materials readily available at district workplaces and shall make effective provisions to prepare for prompt medical treatment in the event of an employee's serious injury or illness. (8 CCR 3400)

No employee shall be discharged or discriminated against for exercising any right regarding employee safety or health specified in Labor Code 6310, including:

1. Making a report or complaint
  2. Instituting proceedings or causing proceedings to be instituted
  3. Testifying with regard to employee safety or health
  4. Participating in any occupational health and safety committee established pursuant to Labor Code 6401.7
  5. Requesting access to injury or illness reports and records
  6. Exercising any other right protected by the Occupational Safety and Health Act
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<b>State</b>	<b>Description</b>
17 CCR 2508	Reporting of communicable diseases
8 CCR 14000-14316	Occupational injury or illness reports and records
8 CCR 3203	Injury and illness prevention program
8 CCR 3204	Access to employee exposure and medical records
8 CCR 3400	Medical services and first aid
8 CCR 5095-5100	Control of noise exposure
8 CCR 5193	Bloodborne pathogens
Ed. Code 32030-32034	<u>Eye safety</u>
Ed. Code 32225-32226	<u>Communications devices in classrooms</u>
Ed. Code 32280-32289.5	<u>School safety plans</u>
Ed. Code 44984	<u>Required rules for industrial accident and illness leave</u>
Gov. Code 3543.2	<u>Scope of representation</u>
Lab. Code 1139	Worker's rights in emergencies
Lab. Code 132a	<u>Workers' compensation; nondiscrimination</u>
Lab. Code 3300	<u>Definition of employer</u>
Lab. Code 6305	<u>Occupational safety and health standards; special order</u>
Lab. Code 6310	<u>Retaliation for filing complaint prohibited</u>
Lab. Code 6325	Prohibition of entry into place of employment
Lab. Code 6400-6413.5	<u>Responsibilities and duties of employers and employees</u>
Lab. Code 6401.7	<u>Injury and illness prevention program</u>
Lab. Code 6401.9	Workplace violence prevention plans
<b>Federal</b>	<b>Description</b>
17 CFR 2508	Reporting of communicable diseases
29 CFR 1910.1030	Bloodborne pathogens
29 CFR 1910.95	Noise standards
29 CFR 651-678	Occupational safety and health
8 CFR 14000-14316	Occupational injury or illness reports and records
8 CFR 3204	Access to employee exposure and medical records
8 CFR 5193	Bloodborne pathogens
<b>Management Resources</b>	<b>Description</b>
CA Department of Industrial Relations Publication	Guide to Developing Your Workplace Injury and Illness Prevention Program, rev. August 2005
Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>National Institute for Occupational Safety and Health</u>
Website	<u>U.S. Department of Labor, Occupational Safety and Health Administration</u>
Website	<u>California Department of Industrial Relations, Occupational Safety and Health</u>
Website	<u>National Hearing Conservation Association</u>
Website	<u>CSBA</u>
Website	<u>Centers for Disease Control and Prevention</u>
<b>Code</b>	<b>Description</b>
0450	<u>Comprehensive Safety Plan</u>
0450	<u>Comprehensive Safety Plan</u>
3514	<u>Environmental Safety</u>
3514	<u>Environmental Safety</u>
3514.1	<u>Hazardous Substances</u>
3514.1	<u>Hazardous Substances</u>
3516	<u>Emergencies And Disaster Preparedness Plan</u>
3516	<u>Emergencies And Disaster Preparedness Plan</u>
3516.5	<u>Emergency Schedules</u>
3530	<u>Risk Management/Insurance</u>
3530	<u>Risk Management/Insurance</u>
4112.9	<u>Employee Notifications</u>
4112.9-E(1)	<u>Employee Notifications</u>
4113.5	<u>Working Remotely</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4118	<u>Dismissal/Suspension/Disciplinary Action</u>
4119.41	<u>Employees With Infectious Disease</u>

4119.42	<u>Exposure Control Plan For Bloodborne Pathogens</u>
4119.42	<u>Exposure Control Plan For Bloodborne Pathogens</u>
4119.42-E(1)	<u>Exposure Control Plan For Bloodborne Pathogens</u>
4119.43	<u>Universal Precautions</u>
4119.43	<u>Universal Precautions</u>
4131	<u>Staff Development</u>
4156.2	<u>Awards And Recognition</u>
4157.1	<u>Work-Related Injuries</u>
4157.2	<u>Ergonomics</u>
4158	<u>Employee Security</u>
4158	<u>Employee Security</u>
4161.11	<u>Industrial Accident/Illness Leave</u>
4212.9	<u>Employee Notifications</u>
4212.9-E(1)	<u>Employee Notifications</u>
4213.5	<u>Working Remotely</u>
4218	<u>Dismissal/Suspension/Disciplinary Action</u>
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4219.41	<u>Employees With Infectious Disease</u>
4219.42	<u>Exposure Control Plan For Bloodborne Pathogens</u>
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4219.42-E(1)	<u>Exposure Control Plan For Bloodborne Pathogens</u>
4219.43	<u>Universal Precautions</u>
4219.43	<u>Universal Precautions</u>
4231	<u>Staff Development</u>
4256.2	<u>Awards And Recognition</u>
4257.1	<u>Work-Related Injuries</u>
4257.2	<u>Ergonomics</u>
4258	<u>Employee Security</u>
4258	<u>Employee Security</u>
4261.11	<u>Industrial Accident/Illness Leave</u>
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4331	<u>Staff Development</u>
4356.2	<u>Awards And Recognition</u>
4357.1	<u>Work-Related Injuries</u>
4357.2	<u>Ergonomics</u>
4358	<u>Employee Security</u>
4358	<u>Employee Security</u>
4361.11	<u>Industrial Accident/Illness Leave</u>
5141.22	<u>Infectious Diseases</u>
5141.22	<u>Infectious Diseases</u>
5141.6	<u>School Health Services</u>
5141.6	<u>School Health Services</u>
6142.93	<u>Science Instruction</u>