



FK

Felicia Kern

# Safety in the CTE Classroom



Safety in the workplace is of utmost importance at our organization. Accidents and injuries in the workplace affect thousands of workers every year and have a serious impact on business. Following simple techniques and using common sense goes a long way toward preventing accidents and workplace injuries.

Click "START COURSE" to begin.

## COURSE OVERVIEW AND INTRODUCTION

---

≡ District Mission & Contact Info

≡ Learning Intentions

≡ Success Criteria

≡ Laws & Standards

## ACCIDENT PREVENTION PROGRAM (APP)

---

☰ Accident Prevention Program (APP) Overview

☰ Accident Prevention Program (APP) - Bethel SD CTE

#### SAFETY STANDARDS AND LEGAL DUTIES

---

☰ Safety Standards Overview

☰ Standards for Educators - Reducing Negligence

☰ Legal Duties of the Instructor

☰ Responsibilities of the School District

☰ Limiting Your Liability as an Educator

☰ The "Do's" of Safety

☰ Safety Documentation Requirements

#### ASSESSMENT

---

☰ Summary

☐ REQUIRED: Safety Quiz

# District Mission & Contact Info



## Bethel School District Mission

Provide a safe educational environment that embraces the individual needs of each student, engages each student in a rigorous, well-rounded instructional program, and prepares each student for lifelong learning and productive civic engagement.

### Questions?

Reach out to Michelle Chaney, Assistant CTE Director at Bethel School District

[mchaney@bethelsd.org](mailto:mchaney@bethelsd.org)



# Learning Intentions



Felicia Kern

---

## Learning Intentions:

- Understand BSD Safety Standards and Responsibilities
- Become familiar with Bethel's CTE Accident Prevention Program
- Recognize Safety Hazards in your classroom
- Become familiar with CTE's Safety Canvas Course
- Understand the intention of the Canvas Safety Course

# Success Criteria



Felicia Kern

---

## Success Criteria:

1. I understand the responsibilities and legal duties as an instructor for safety training within my classroom.
2. I can name the two elements of BSD Accident Prevention Program and the requirements of each.
3. I can log into the CTE Safety Canvas Course, access quizzes, upload my student's safety test results and submit them to the appropriate turn in module.

# Laws & Standards



Felicia Kern

---

There are several RCW's (Revised Code of WA) and WAC's (WA Administrative Code) that pertain to health and safety in the workplace. To learn more about these laws click [HERE](#).

If you'd like to jump straight to the core rules for safety of employers and employees click [HERE](#).

Use the L&I website above to find which chapter of law covers the laboratory use of hazardous chemicals.

Hint: search for the keyword "lab" and only enter the chapter number.



Type your answer here

---

SUBMIT

# Accident Prevention Program (APP) Overview



Felicia Kern

All employers in the state of Washington must have an Accident Prevention Program. To establish, supervise and enforce an Accident Prevention Program (APP) that is effective in practice employers must:

- [WAC 296-800-14005](#): Develop a formal, written Accident Prevention program (APP)
- [WAC 296-800-14020](#): Develop, supervise, implement, and enforce safety and health training programs that are effective in practice
- [WAC 296-800-14025](#): Make sure your accident prevention program (APP) is effective in practice

To view WAC 296-800-140 click [HERE](#) then respond to the quiz question below.

Match each criteria with it's WAC.



Develop a formal, written  
accident prevention  
program

WAC 296-800-14005



Develop, supervise,  
implement, and enforce  
safety and health training

WAC 296-800-14020

programs



Make sure your accident  
prevention program is  
effective in practice

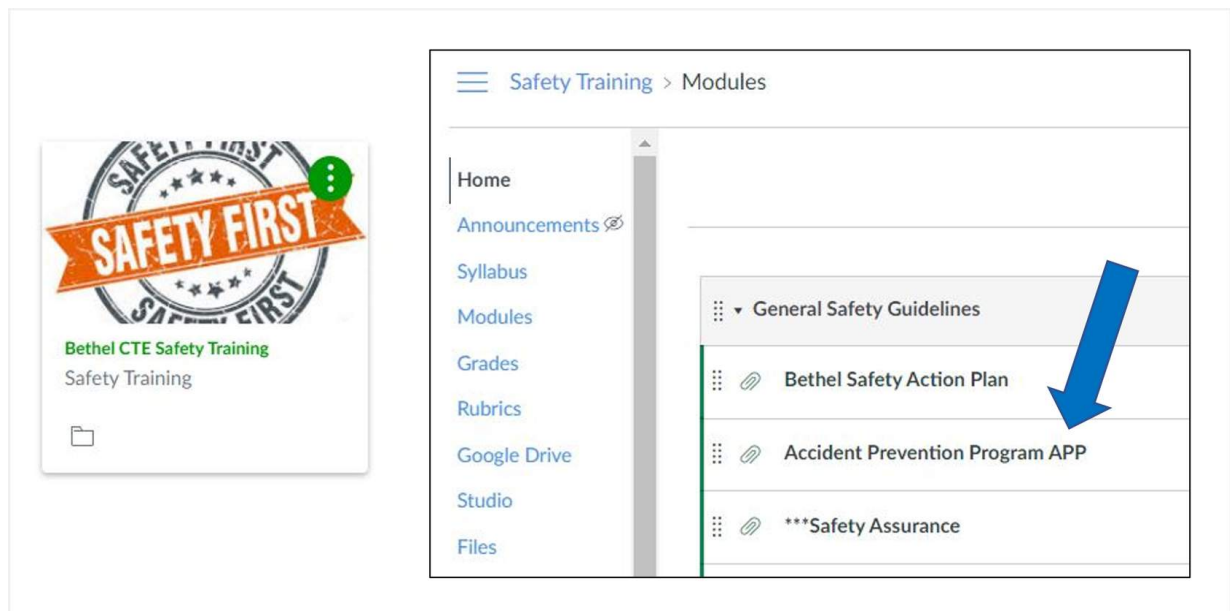
WAC 296-800-14025

SUBMIT

# Accident Prevention Program (APP) – Bethel SD CTE

FK Felicia Kern

Bethel SD Career & Technical Education has created a compliant Accident Prevention Plan. This file can be reviewed any time in the General Safety Guidelines module of the Bethel CTE Safety Training Course in Canvas (see screenshot below).



## Bethel SD CTE Accident Prevention Plan (APP)

Open the file below and familiarize yourself with our Accident Prevention Plan (APP).



**Bethel SD CTE Accident Prevention Program.pdf**  
180.2 KB



Which of the following are elements of the Bethel SD CTE Accident Prevention Plan?

---

☐

Safety Orientation

☐

Advisory Committee

☐

Lab Training

☐

Safety Committee

SUBMIT

# Safety Standards Overview



Safety standards are a critical part of being a CTE teachers. Having safety standards in place is currently required by:

- Perkins V - Programs assisted with Perkins funds should include occupational safety and health training
- Professional Standards for Educators (PSEB) - Includes Charlotte Danielson's Framework for Teaching
- Career and Technical Education (CTE) Program Standards - Each CTE course will provide safe and appropriate environments that support CTE program standards.

To read more on the CTE Program Standards click [HERE](#).

The Career and Technical Education (CTE) Program Standards are designed to empower students to live, learn, and work as \_\_\_\_\_ citizens in a global society.



Type your answer here

---

SUBMIT

# Standards for Educators – Reducing Negligence

FK Felicia Kern

All instructors must \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_.

Hover over the objects in the CTE Teacher's Toolbox below to fill in the blanks.





## Teaching Certificate

Hold a Washington State CTE teaching certificate appropriate for the programs they teach.



## Job Skills

Have Technical and Professional Skills current through the CTE program standards and business/industry advisory committee involvement.



## First Aid / CPR

Maintain a current First Aid/CPR Card.

These are valid for two years and must be renewed as needed.

Which of the following is NOT a required standard for CTE educators in order to reduce negligence?

☐

Valid CTE Teaching License

☐

Current skills validated by an advisory committee

☐

Advanced degrees

☐

Current First Aid / CPR card

SUBMIT

# Legal Duties of the Instructor



There are many legal duties required of CTE instructors. The keywords to focus on are "reasonable" and "foreseeable".

| DUTY TO INSTRUCT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | DUTY OF SUPERVISION | DUTY TO MAINTAIN |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|------------------|
| <p>An instructor who does NOT instruct properly could place a student in a dangerous situation where the lack of appropriate information might contribute to an accident. Instructors must provide adequate safety training, which shall include:</p> <ul style="list-style-type: none"><li>• Safety demonstrations—attentively watched by all.</li><li>• Safety videos.</li><li>• The proper and adequate wearing of personal protective equipment (PPE) appropriate to the industry or program area.</li><li>• Give safety quizzes and tests, etc. Students should achieve 100% passing and results should be kept until a student is 21 in the Bethel CTE Safety Training Canvas Course (more information in the following lesson).</li><li>• Students must demonstrate proficiency in facility, tool, and equipment safety to the instructor, who uses his or her professional assessment in allowing the student to utilize the shop or facility.</li></ul> |                     |                  |



#### DUTY TO INSTRUCT

#### DUTY OF SUPERVISION

#### DUTY TO MAINTAIN

Instructors are responsible for monitoring appropriate behavior on the student's part. Instructors must:

- Strictly enforce safety rules
- Never leave students unsupervised
- Conduct emergency preparation, coordination, and care



#### **DUTY TO INSTRUCT**

#### **DUTY OF SUPERVISION**

#### **DUTY TO MAINTAIN**

Instructors are responsible for ...

- Seeing that equipment is kept in safe working order
- Regularly inspecting all equipment (Repair/report all unsafe equipment to your CTE Director)
- Locking out/Tagging out unsafe equipment



Match each duty with it's simplified definition.

---

SUBMIT

# Responsibilities of the School District



---

School districts also have obligations to keep staff and students safe. Read below to learn more about their role.

## Instruction

Curriculum and instruction must be directly related to industry standards, local advisory committees, CTE program standards, and course/program outcomes.

## Equipment and Facilities

Equipment and facilities are consistent with the industry, are appropriate to support the curriculum identified in the state curriculum framework, and maintained in a manner that meets safety requirements and applicable WISHA laws.

# Limiting Your Liability as an Educator



---

To minimize your liability as an instructor following these guidelines:

- Educate your students
- Supervise your students
- Keep your instructional area safe
- Keep your equipment & machinery up to standards
- Provide immediate emergency care
- Display emergency evacuation routes – smoke, darkness and panic
- Perform clutter control
- Safely store & document chemicals
- Ensure everyone can locate the fire extinguisher and first aid kit
- Know what you have: old machinery, chemicals, flammable materials

# The "Do's" of Safety

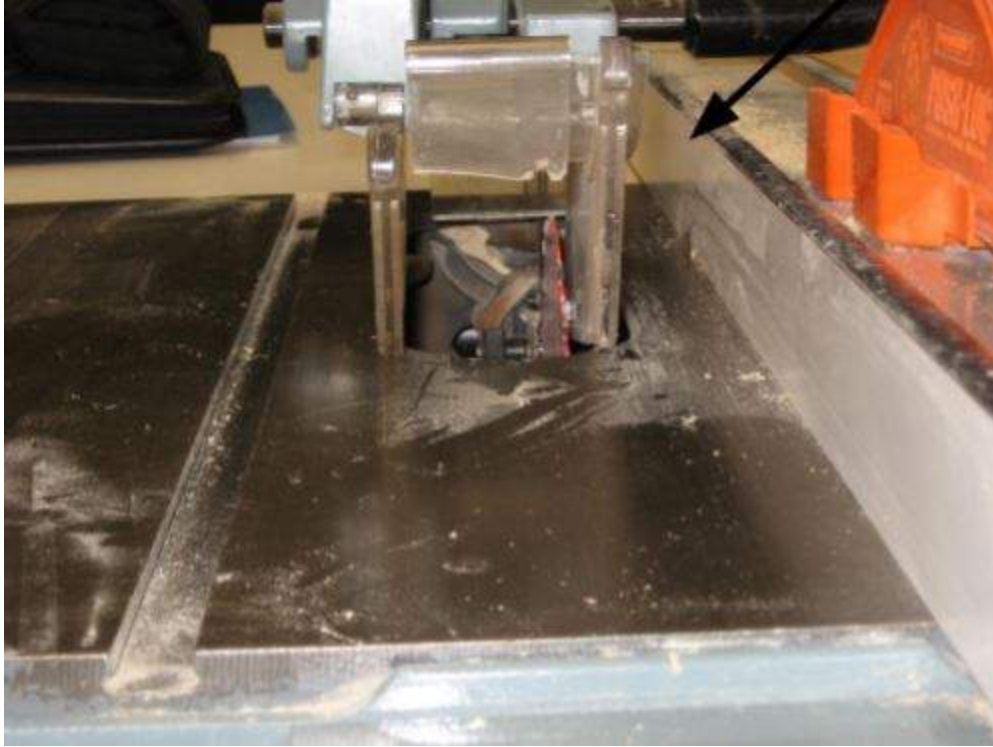


The following are real-life examples seen in CTE labs. Read the captions to learn best practices for the safety of staff and students.



DO keep your instructional area safe / free from hazards. Block off areas of concern and immediately report any situations you cannot remedy yourself to your CTE Director.

---



DO keep your equipment and machinery up to standard. Ensure safety guards are in place as necessary.

---



DO supervise your students. Ensure proper safety labels.

---



DO report obvious danger and keep students away.

---



DO remove clutter. A clean space is a safer space.

---



DO organize your storage areas.

---



DO organize your tools/equipment/supplies. This will help them last longer and stay in better condition.

---



DO surplus unused equipment. This will reduce clutter and help you stay organized, which will increase your overall lab safety.

---

# Safety Documentation Requirements



There are strict guidelines in place regarding safety documentation. Carefully read through them below to ensure you are in compliance.

## Overview

- School districts must keep all safety documentation until a student is 21 years of age or seven years.
- All Bethel CTE teachers are required to keep all student safety records/tests/forms in the Bethel CTE Safety Training Canvas Course.
- All CTE teachers that teach in a shop setting, kitchen setting, student store setting, science lab setting or JROTC setting must complete the Safety Assurance document and the PPE Training document.
- All teachers that teach in a shop setting (including Robotic team coaches) or kitchen lab setting must have all students complete a Hold Harmless Form.

|   |                                              |       |
|---|----------------------------------------------|-------|
| ⋮ | ▼ General Safety Guidelines                  | ✓ + ⋮ |
| ⋮ | 📎 Bethel Safety Action Plan                  | ✓ ⋮   |
| ⋮ | 📎 Accident Prevention Program APP            | ✓ ⋮   |
| ⋮ | 📎 ***Safety Assurance                        | ✓ ⋮   |
| ⋮ | 📎 ***PPE Training (1).docx                   | ✓ ⋮   |
| ⋮ | 📎 PPE Core Rules(1).docx                     | ✓ ⋮   |
| ⋮ | 📎 6896 Procedure OHS Hazard Comm Program.pdf | ✓ ⋮   |
| ⋮ | 📎 Approved Chemical List                     | ✓ ⋮   |
| ⋮ | 📎 Banned Chemicals                           | ✓ ⋮   |
| ⋮ | 📎 Disposal of School Chemicals               | ✓ ⋮   |
| ⋮ | 📎 Hold harmless Form.docx                    | ✓ ⋮   |
| ⋮ | 📎 General Safety Resources                   | ✓ ⋮   |

## Where Forms Can Be Found

All general forms can be found in the Bethel CTE Safety Training Canvas course under the General Safety Guidelines Module.

## Guidelines for Keeping Student Safety Information

- Any form with an \*\*\* next to its name means it is required.
- In Canvas, all instructor forms are to be turned into the “2021-22 Turn in for General Safety Documents” module.
- For student documentation, please convert files to pdf form or save as a spreadsheet. Then upload the file to the "2021-22 Turn In Module" for your pathway area.
- Title all documents with your last name, file, and trimester (ie. Smith\_Safety\_Tests\_Tri1.pdf).

- All teachers are required to submit results for all safety forms, quizzes and test for all students.

Which of the following is a correctly formatted file name for submitting student safety documents?

---

- ☐ Smith's Safety Data
- ☐ Smith\_SafetyTests\_Tri1
- ☐ Digttools Safety Tests
- ☐ untitled.pdf

SUBMIT

### Example of Pathway Modules Set Up

The top (first) module shows an example of the Retail Student Store's module featuring resources including safety training and quizzes.

The bottom (second) module shows where teachers will turn in completed safety documentation such as forms and tests/quizzes from students.

| Student Stores |   |                                                    | ✓ | + | ⋮ |
|----------------|---|----------------------------------------------------|---|---|---|
| ⋮              | 📎 | Hand-washing.pptx                                  | ✓ |   | ⋮ |
| ⋮              | 📎 | Handwashing Article.pdf                            | ✓ |   | ⋮ |
| ⋮              | 📎 | Handwashing Quiz<br>8 pts                          | ✓ |   | ⋮ |
| ⋮              | 📎 | Food Safety & Sanitation Test Study Session.ppt    | ✓ |   | ⋮ |
| ⋮              | 📎 | Safety and Sanitation Quiz<br>Feb 8, 2017   20 pts | ✓ |   | ⋮ |

| 2021-22 Turn in for Student Store |  |  | ✓ | + | ⋮ |
|-----------------------------------|--|--|---|---|---|
|-----------------------------------|--|--|---|---|---|



Drop files here to add to module

or choose files

# Summary



Here is a summary of the course you've just completed:

- Implement the Accident Prevention Plan and hold regular safety meetings
- Hire CTE Certified Instructors who have appropriate skills and training
- Provide proper supervision
- Post and strictly enforce all safety rules and warnings
- Do not allow machine use if substitute is present
- Require 100% passage on all safety/skills tests
- Maintain all equipment; use adequate guarding and protective equipment
- Adhere to good housekeeping standards
- Document your work
- **When in doubt CALL 911**

# REQUIRED: Safety Quiz

---

This course has taught you about the legal requirements and best practices for maintaining a safe space for staff and students. Test your knowledge of workplace safety in the following quiz.

Required score to pass: 100%

**Screenshot your results and upload the image to the Canvas course assignment "Bethel CTE Instructor Safety Quiz 2021-22"**

Question

01/10

The following pathways must review safety in the classroom:

---

- ☐ Skilled & Technical Sciences
- ☐ Family & Consumer Sciences
- ☐ Business & Marketing
- ☐ All CTE pathways

Question

02/10

How long must you keep your classroom safety documentation on each student?

---

- ☐ Four years
- ☐ Until the student is 21 years old
- ☐ Until the student graduates
- ☐ Until the student is 18 years old

Question

03/10

Which set of standards require CTE teachers to provide safety training?

---

- ☐ Perkins Funds
- ☐ Professional Standards for Educators (PESB)
- ☐ CTE Program Standards
- ☐ All of the above

Question

04/10

An organization's written safety plan is called a \_\_\_\_\_.

---

- ☐ Safety Training Plan
- ☐ Accident Prevention Program
- ☐ Accident Training Plan
- ☐ Safety Action Plan

Question

05/10

The two main elements of the districts "Accident Prevention Program are ...

---

☐

Safety Rules

☐

Safety Orientation

☐

Safety Exams

☐

Safety Committee

☐

Safety Captains

Safety standards for educators include:

---

- ☐ State certification in appropriate programs
- ☐ Current technical and professional skills through advisory committee involvement
- ☐ Current First Aid/CPR Card
- ☐ All of the above

Question

07/10

T/F: It is safe and acceptable to have students working on equipment while a substitute is in the room.

---

☐

True

☐

False

Question

08/10

T/F: It is the duty of the instructor to enforce safety rules and ensure all students act appropriately.

---

☐

True

☐

False

Question

09/10

T/F: It is the duty of the district to maintain all equipment.

---

☐

True

☐

False

Question

10/10

T/F: It is the duty of the district to provide safety training to all CTE Teachers.

---

☐

True

☐

False