

FORT LA BOSSE SCHOOL DIVISION

TITLE – **SCHOOL DIVISION RECORDS MANAGEMENT* POLICY - IHAQA-E4**

Resolution # - 219/16

Cross Reference -

Legal Reference -

Last Reviewed - 26/09/16

Fort La Bosse School Division

Workplace Hazard Recognition & Control Sheet

To support High School Apprenticeship Program/High School Career Development Work Programs

The information provided by the Industry/Business sponsor and shared with the student/school coordinator, is intended to augment a safe and productive learning experience.

<i>Name of Company:</i>	<i>Telephone:</i>
<i>Address:</i>	<i>Postal Code:</i>
<i>Nature of Business:</i>	
<i>Company Contact Person:</i>	<i>Date Completed:</i>

1. *What are the potential danger factors (area where caution is required)?*

2. *Are there specified procedures for staff (students) to react to when possible deviations occur? (ex. robbery, damage to equipment, fire, etc.)* Yes: ____ No: ____

If so, please indicate:

3. *What safety equipment is required for this type of work?*

4. *Is there any instruction on controlled products? Yes: ____ No: ____ Where is it applicable?*

5. *Who provides instruction on the use of safety equipment?* _____

6. *Does this type of work involve the use of power tools? Yes: ____ No: ____*

If yes, who provides safety instructions on the use of the equipment? _____

7. *In the case of an accident, what are the first aid procedures?* _____

8. *In the case of a fire / explosion, etc. is there a planned procedure? Yes: ____ No: ____*

9. Could any of the following work site conditions present a problem for student safety?

Hazards	N/A	Yes	No
NOISE LEVEL:			
<i>Comments:</i>			
POISONOUS AND INFECTIOUS MATERIALS:			
<i>Comments:</i>			
CORROSIVE AND REACTIVE MATERIALS:			
<i>Comments:</i>			
SANITATION:			
<i>Comments:</i>			
COMBUSTIBLE:			
<i>Comments:</i>			
AIR (QUALITY):			
<i>Comments:</i>			
LIGHTING:			
<i>Comments:</i>			
WORKSITE FLOOR:			
<i>Comments:</i>			

10. Are there specific areas of instruction related to workplace safety and health that you believe should be covered in school prior to students coming on site?

Signatures affirm workplace hazards at this site have been indentified herein and that safety procedures and protocol related to these hazards have been explained and understood by the student.

Date: _____

Student's Signature

Employer's Signature

Coordinator's Signature