

## **Business and Non-Instructional Operations**

### **Accident Prevention and Reporting**

The practice of safety shall also be considered a facet of the instructional plan of the district schools by virtue of educational programs in traffic and pedestrian safety, driver education, fire prevention, emergency procedures, etc., appropriately geared to students at different grade levels.

Each building administrator shall be responsible for the supervision of a safety program for his/her school and the school Business Manager shall have overall responsibility for the safety program of the district. General areas of emphasis shall include, but not be limited to:

1. in-service training
2. accident record-keeping
3. plant inspection
4. driver and vehicle safety programs
5. fire prevention
6. school site selection
7. emergency procedures and traffic safety problems relevant to students, employees and the community.

Policy adopted: May 13, 2013