



School District #22 (Vernon)

Hazard Identification form

(To be completed with site-based inspection form)

Date:

School/Facility:

Inspected by:

Admin rep:

CUPE rep:

VTA rep:

Hazard rating scale:

- "A" Hazard= Major hazard: A condition or practice likely to cause permanent disability, lose of life or body, part and/or extensive loss of structure, equipment or material.
- "B" Hazard= Serious hazard: A condition or practice likely to cause serious injury or illness, resulting in temporary disability or property damage that is disruptive, but not extensive.
- "C" Hazard = Housekeeping: A disorderly or unclear condition or practice likely to contribute to injury or illness, disruption of work or property damage.

Hazard Classification- (A,B,C)	Unsafe conditions	Corrective Action Required	Department Area/Room #	Work Order # (if applicable)

SCHOOL DISTRICT #22 (VERNON) SAFETY INSPECTIONS



**Members of Joint Health/Safety Committee
(Names to be posted as per WorkSafe BC regulations)**

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Are there safety concern issues in any areas? YES _____ NO _____

EXPLANATION: _____

PRINCIPAL/VICE PRINCIPAL/SUPERVISOR COMMENTS (If required)

OHS COMMITTEE COMMENTS (If required)



School District No. 22 (Vernon)

Safety Inspections

School/Facility Inspected: _____

District Safety Committee Representative: _____

Date: _____ Time: _____

A. WALKWAYS (INTERIOR)	YES	NO	EXPLANATION
1. Are all walkways, aisles and doorways clear of obstacles?	_____	_____	_____
2. Are all floor surfaces clean, i.e. no spills, grease, oil?	_____	_____	_____
3. Are all holes, openings, etc. properly guarded?	_____	_____	_____
4. Are mats and gratings in good repair?	_____	_____	_____
5. Does the layout of walkways allow easy evacuation in cases of emergency?	_____	_____	_____
6. Is there adequate room to move freely around desks, counters and cabinets?	_____	_____	_____
7. Are all extinguishers easily accessible?	_____	_____	_____
8. Have all extinguishers been serviced annually?	_____	_____	_____
9. Is there alternative, automatic emergency lighting available?	_____	_____	_____

SCHOOL DISTRICT #22 (VERNON) SAFETY INSPECTIONS

B. STAIRS AND STAIRWAYS	YES	NO	EXPLANATION
1. Are all stairs and stairways clear of all obstructions?	_____	_____	_____
2. Do all stairs have treads in good order?	_____	_____	_____
3. Are all handrails in place, in good order and according to regulations?	_____	_____	_____
4. Do all stairways have adequate illumination?	_____	_____	_____
5. Are all emergency exits clearly marked and free of obstructions?	_____	_____	_____
 C. SITE EQUIPMENT AND ELECTRICAL SYSTEMS			
1. Are all machines clean and free of excessive dirt?	_____	_____	_____
2. Are all guards in place?	_____	_____	_____
3. Are all machines securely mounted?	_____	_____	_____
4. Is there sufficient illumination?	_____	_____	_____
5. Are on-off switches clearly marked on main supply switches?	_____	_____	_____
6. Are all cords in good order, no breaks, fraying, etc.?	_____	_____	_____
7. Are electrical cords secured to prevent tripping and other accidents?	_____	_____	_____
8. Does equipment (powered) have lock-out capabilities?	_____	_____	_____

SCHOOL DISTRICT #22 (VERNON) SAFETY INSPECTIONS

	YES	NO	EXPLANATION
9. If required, is hearing protection (PPE) provided/available?	_____	_____	_____
10. Are notices posted re: Hearing Protection Required?	_____	_____	_____
11. Ventilation Systems: See filter change log at Maintenance Office	_____	_____	_____
12. Fire Blanket? (shops only) Emergency Eye Wash? (check First Aid stations) Emergency Shower?	_____	_____	_____
13. Are ladders appropriate and in good repair?	_____	_____	_____
D. HYGIENE FACILITIES			
1. Are washroom areas kept clean and in good order?	_____	_____	_____
2. Is lunchroom clean and free of all contaminants, ie dust, fumes, noise, etc.?	_____	_____	_____
E. STORAGE AREAS			
1. Are materials stored in a safe manner?	_____	_____	_____
2. Is the available storage space used efficiently?	_____	_____	_____
3. Are flammable materials and/or explosive materials stored in a safe manner?	_____	_____	_____
4. Is there adequate lighting services to ensure proper visibility?	_____	_____	_____

SCHOOL DISTRICT #22 (VERNON) SAFETY INSPECTIONS

	YES	NO	EXPLANATION
5. Are all materials clearly marked as to their contents?	_____	_____	_____
6. Are lights shrouded as required?	_____	_____	_____
7. Are cupboards/shelving units secured?	_____	_____	_____

F. GROUNDS

1. Are play areas free of dangerous objects?	_____	_____	_____
2. Are Adventure Playgrounds checked on a regular basis?	_____	_____	_____
3. Are exterior walkways in good condition and seasonally maintained?	_____	_____	_____
4. Is exterior lighting adequate?	_____	_____	_____

G. LIGHTING AND OUTLETS

1. Is there adequate lighting?	_____	_____	_____
2. Are burnt out bulbs being replaced?	_____	_____	_____
3. Are switches and outlets in good repair?	_____	_____	_____
4. Do all outlets have grounds?	_____	_____	_____
5. Does all electrically powered equipment have ground prongs intact?	_____	_____	_____

SCHOOL DISTRICT #22 (VERNON) SAFETY INSPECTIONS

H. W .H.M.I.S./ CONTROLLED PRODUCTS	YES	NO	EXPLANATION
1. Is there a procedure for updating WHMIS book re: Material Safety Data Sheets?	_____	_____	_____
2. Are the are the current MSDS's current?	_____	_____	_____
3. Are containers labeled as required by WHMIS, ie Supplier Workplace Labels?	_____	_____	_____
I. EMERGENCY PRECAUTIONS			
1. Are there plans and procedures for emergency situations: ___ Bomb Threats ___ Earthquake, ___ Fire ___ Lock downs (Policy 5010.3, 3c, 3e)?	_____	_____	_____
2. Are all alarm systems working?	_____	_____	_____
3. What was the date of the last fire practice?	_____	_____	_____
4. What was the date of the last earthquake practice?	_____	_____	_____
5. First Aid Book location.	_____	_____	_____
6. Name of First Aid Attendant.	_____	_____	_____
7. First Aid Certificate?	_____	_____	_____
8. Is " Notice of First Aid and Attendant" posted/displayed?	_____	_____	_____
9. Are accident records being maintained?	_____	_____	_____
10. Is privacy of accident records maintained?	_____	_____	_____

AREAS IDENTIFIED FOR SAFETY INSPECTIONS

(Please adjust for your site)

Site Location: _____ Date: _____

___ Classrooms _____

___ Office (s) _____

___ Hallways _____

___ Washrooms _____

___ Storage Locations/Basement _____

___ Teacher Prep Area (s) _____

___ Staffroom (s) _____

___ Drama Room _____

___ Band/Music Room _____

___ Art Room _____

___ Home Ec Room _____

___ Science Labs _____

___ Science Storage Rooms _____

___ PE Equipment Room _____

___ Medical Room _____

___ Custodial Room(s) _____

___ Electrical Room(s) _____

___ Mechanical/Boiler/Furnace Room(s) _____

___ Roof Access _____

___ Ladder Storage Access _____

___ Waste Storage Area _____

___ Entrance Areas _____

___ Inside Stairways _____

___ Outside Stairways _____

___ Shop(s): _____

___ Other: _____
