

Zimbra

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[princi_elem] [principals] Beginning of the School Year: Safety/Injury Prevention Message

From : risk@4j.lane.edu

Fri, Aug 25, 2023 10:01 AM

Sender : princi_elem <princi_elem-bounces@4j.lane.edu> 14 attachments**Subject :** [princi_elem] [principals] Beginning of the School Year: Safety/Injury Prevention Message**To :** principals <principals@4j.lane.edu>, assist high <assist_high@4j.lane.edu>, assist midd <assist_midd@4j.lane.edu>**Cc :** secret elem <secret_elem@4j.lane.edu>, secret midd <secret_midd@4j.lane.edu>, secret high <secret_high@4j.lane.edu>, Risk Management <risk@4j.lane.edu>

Good morning all,

The beginning of this school year is just around the corner. As September 4th approaches, we urge staff to prioritize their safety on daily activities.

We want to embark this school year injury free. We kindly request that you print and prominently display the enclosed informational posters within your respective buildings.

Most on the job injuries are preventable; thus soliciting your invaluable support in ensuring that our staff enters the new school year without having experienced any injuries.

To help prevent injury or decrease the severity of injury, we encourage staff to:

1. Use district safety ladders. Do not use chairs, furniture, boxes, etc to stand on.
2. Use moving tools/equipment such as carts or hand truck.
 - Can't find a cart or hand truck? Ask your site office.
3. If there are no moving tools equipment available to use, ask for help instead of attempting to carry/move heavy item(s) on own.
 - Use proper lifting technique
4. Consider completing a pre-work warm-up/stretching routine before beginning a task or participating in an activity that involves significant physical exertion or has a high exposure to injury. Warming up may include performing/participating in low impact tasks/activities which will make stretching more effective.
5. Consider using the green zone versus yellow/red zones when pushing, pulling, lifting, lowering, carrying heavy item(s).

Here is to a safe September 2023!

Help Prevent Injuries

Ask for help



HELP PREVENT INJURY

Before performing a physical task
CHECK FOR HAZARDS

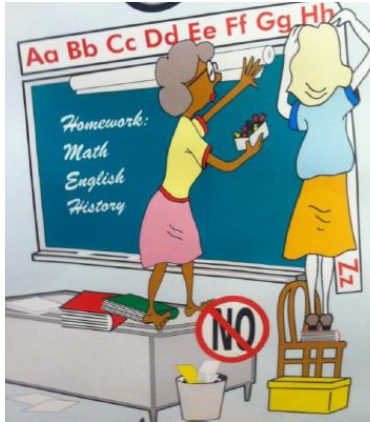


Help Prevent Injuries

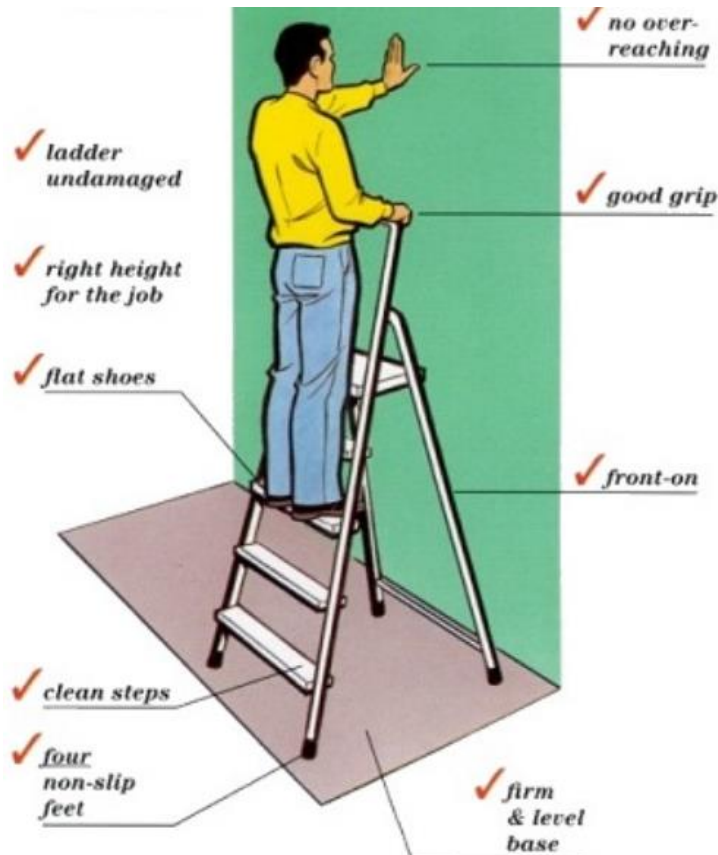


Help Prevent Injuries

DO NOT stand on Desks or Chairs



USE a 4J Safety Ladder



Position your elbows just six inches closer to your side to cut the force in half every time you reach, lift, carry, push or pull.

Green Zone

Leverage is better when the load is closer.

As the load gets closer to your body, your leverage increases. This means your muscles do less work when you lift in the green zone. Your muscles must do much more work to lift the same object in your red zone.



Yellow Zone

When your elbows move away from your side in any direction, you are working in your yellow zone.

The outer limit of the yellow zone is about six inches out from your side. The force on your shoulder and upper back can more than double when your elbow is in this position.



Red Zone

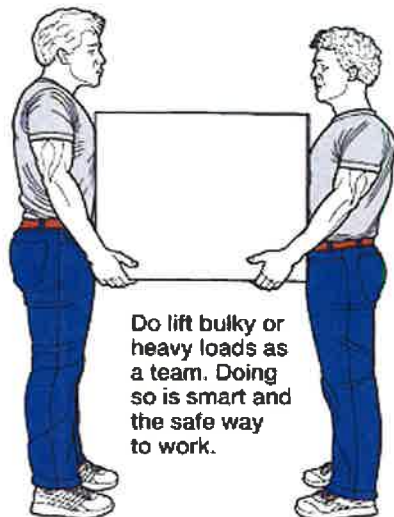
Stop and think: How can I get my elbows just 6 inches closer?

As your elbows move farther out into the red zone, the strain moves to the joints of the low back. Some of these muscles have very poor leverage. In fact, in the far red zone, handling a 10-pound load can result in up to 500-pounds of force on your low back.



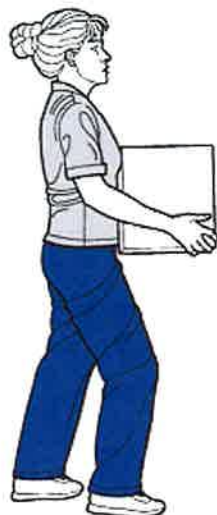
LIFTING DO'S & DON'TS

DO LIFT AS A TEAM



Do lift bulky or heavy loads as a team. Doing so is smart and the safe way to work.

DO TURN WITH LEGS



Do move your legs and feet when turning or lowering the load. Avoid twisting at your waist.

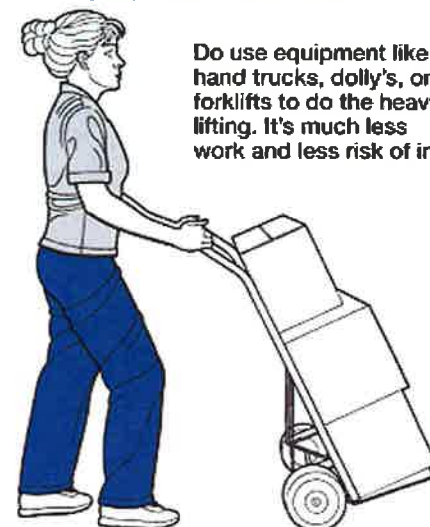
DO USE YOUR LEGS

Do lift the load using your powerful leg and buttocks muscles. Your feet should be wide apart, head and back upright. Keep abdominal muscles tight and the load in close.



DO USE EQUIPMENT

Do use equipment like hand trucks, dolly's, or forklifts to do the heavy lifting. It's much less work and less risk of injury.



DON'T LIFT BULKY LOADS ALONE



Don't lift bulky or heavy loads alone. Doing so puts great stress on your low back muscles and spine.

DON'T TWIST WHEN LIFTING



Don't twist when lifting, lowering, or carrying any load as this increases your risk of back injury.

DON'T USE YOUR BACK

Don't lift the load with your rear end high and your head low. Use your leg muscles, not your weaker low back muscles.



DON'T LIFT HEAVY LOADS

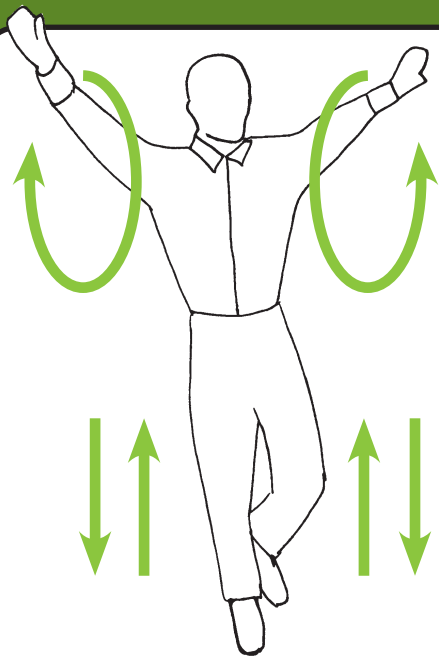


Don't lift heavy loads when you can use equipment. It is less work and less stress on your low back.

Strengthen and Lengthen

Improve core strength and muscle tone with these active exercises before you work or during breaks.

Consider using this time to discuss safety issues, too.



Arm circle while stepping

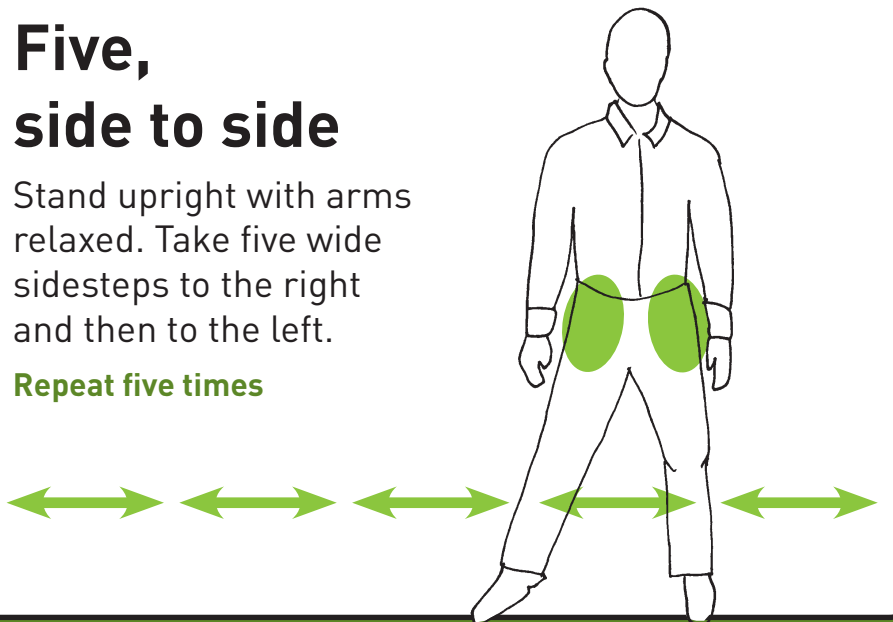
Warm up your entire body by making large circles with your arms while marching in place.

One minute

Five, side to side

Stand upright with arms relaxed. Take five wide sidesteps to the right and then to the left.

Repeat five times



Deep lunges

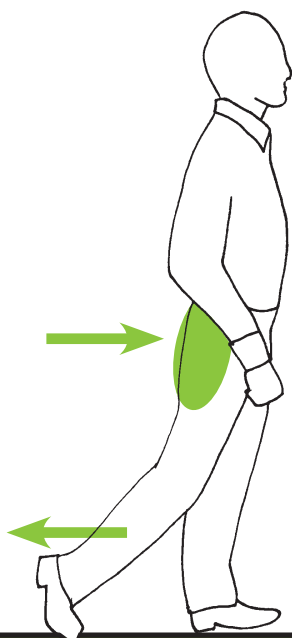
Take a large step forward into a deep lunge. Keep torso straight and upright. Feel stretch in thigh and groin. Do not let your forward knee go past your ankle. Hold 12 seconds.

Repeat three times, each side

Chest stretch

Hold bar (or pretend to) behind neck, arms bent at elbows 90 degrees. Gently pull bar backward away from head until you feel a stretch in the front of the shoulders. Hold for 12 seconds, then relax.

Repeat five times



Buttock strengthen

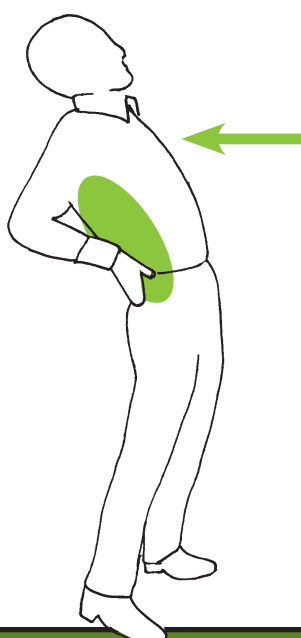
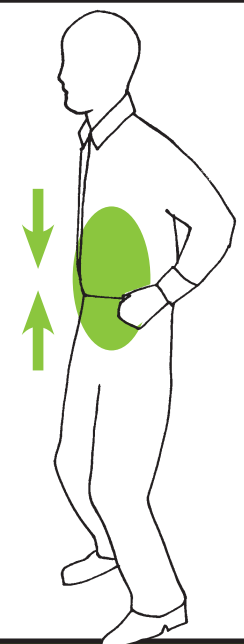
Stand straight, extend one leg backward contracting buttock muscle. Keep trunk upright. Hold 12 seconds.

Repeat three times each side

Standing crunches

Stand straight, tighten stomach muscles by pulling rib cage and pelvis together. Hold 12 seconds.

Repeat five times



Back extension

Place hands on hips. Slowly bend backward, keeping knees straight. Do not extend your head. Hold 12 seconds.

Repeat five times

If you have an existing muscle, joint, or disc injury, or experience pain with exercise, consult your doctor before doing exercises.

Exercise slowly, **don't bounce!**