

## **Administrative Procedure 541**

# **MAINTENANCE, INSPECTION, CLEANLINESS AND SAFETY**

### **Background**

Maintenance and inspection of Prairie South School Division facilities and school sites are important functions of the Board of Education. It is through regular inspection and appraisal of facilities and grounds that the Division is able to plan for on-going and scheduled maintenance of buildings and grounds, and provision of facilities to meet the educational and physical needs of students.

All supervisory staff shall ensure that all personnel have access to safety training as required by provincial legislation.

### **Procedures**

#### **1. Responsibility of Facilities Manager**

The Facilities Manager is to arrange for Occupational Health and Safety training for facility personnel as required by provincial legislation as determined by the Superintendent of Operations in charge of safety. The Facility Manager shall also establish safe work procedures and practices as outlined in the following documents: Facility Operator Manual and Facilities Safety Manual.

#### **2. Responsibility of Principals**

2.1 The principal is responsible

#### 4. Roof Level Fall Protection

Shall apply to all employees, including third party service providers, working for the school division in elevated areas such as rooftops and elevated platforms.

Applicable Regulations & Standards include:

*A. Saskatchewan Occupational Health and Safety Regulations*

*B. Canadian Standards Association (nlnclieTd0 Tw0 Tc 0 Tw 5.054 0 Td ( )Tj -007 /LBody <*