

ARTICLE 1 8

SAFETY

A. Safe Workplace

The Superintendent recognizes that students and staff have the right to a **safe** and secure workplace **where they are free from physical and psychological harm**. The Superintendent is fully committed to maximizing workplace/school safety and to creating a positive learning environment that teaches strategies for violence prevention and emphasizes high expectations for student conduct, responsible behavior and respect for others.

B. Unsafe Conditions

1. Any unit member having witnessed a suspected unsafe condition shall notify his/her immediate supervisor in writing and will submit a copy to the Director of the appropriate program. (See Appendix F)
2. Immediate steps shall be taken by the supervisor to investigate the suspected unsafe condition. The supervisor shall, within three (3) work days of the notification, reply to the unit member in writing as to his/her view of the suspected condition and as to any action taken or initiated concerning the suspected condition. All unsafe conditions shall be corrected in a timely manner insofar as is practical and economically feasible.
3. Unit members shall not be required to work under unsafe conditions as described in state laws and regulations, or to perform tasks which endanger their health, safety, or well-being.

C. Assaults

1. Unit members shall immediately report cases of assault suffered by them in connection with their employment to their immediate supervisor, and

may immediately report the incident to law enforcement.

2. All unit members shall have the opportunity to receive training in dealing with assaultive students (i.e. Crisis Prevention Institute - C.P.I.). When these trainings take place beyond the contract work day/year, bargaining unit members shall be paid their per-diem hourly rate of pay by turning in timesheets provided by the County. Sutter County Superintendent of Schools' unit members shall receive priority registration over outside agency employees. Unit members shall be notified of trainings for the following year by the conclusion of the preceding school year.
3. The immediate supervisor shall notify unit member(s) in accordance with Ed Code Section 49079 of a record of conduct demonstrating that a student has caused, or attempted to cause, serious bodily injury.

D. Transition or Transfer of New or Continuing Students

1. The immediate supervisor shall notify each bargaining unit member assigned to a new or continuing student with a change in case manager as to any behavioral, specialized medical or mobility challenges that may impact the educational environment. In the event that a student's behavioral, specialized medical, or mobility challenges require training to ensure unit member safety, a student may be placed in unit member's classroom, with an agreed upon interim plan that will be developed during a collaborative planning meeting to address those needs, and any concerns regarding staff and/or student's safety, pending proper staff training or instruction from a qualified/certified person.
 - a. External Referrals: Administration will electronically notify and provide the referral packet to the receiving unit members of incoming referred students as they are processed through the special education office and

FRA or PCA office. The receiving unit member shall be given a minimum of two (2) work days to prepare for an incoming external referral.

b. Internal Referrals: Unit members will be invited to placement IEP's where the receiving unit member's classroom will be considered for a special education placement. The receiving unit member will be given a minimum of two (2) work days to prepare for an incoming internal referral.

c. Exceptions: Both parties agree that homeless youth, foster youth and expelled youth, must be placed immediately in appropriate general education and special education settings as per state and federal law

2. The receiving case manager may request a meeting with previous and current case managers, related services personnel, and/or administration to discuss maintaining a safe educational environment.

E. Safe Educational Environment

1. Student-to-teacher ratios shall be maintained at levels sufficient to promote a safe educational environment.

2. In order to preserve student-to-teacher ratios that promote a safe educational environment, the unit member and their direct supervisor shall collaboratively discuss concerns and develop possible strategies.

a. Strategies to preserve student-to-teacher ratios that promote a safe educational environment may include, but are not limited to:

1. Opening new classroom(s)

2. Additional para-educator support