

# Job Safety Analysis (JSA)

---

## Position Information

Position Title: **Teacher – All Levels**

Department: Various Campuses

Reports to: Principal

## Job Tasks, Hazards, and Controls

Job Task	Potential Hazards	Recommended Controls
Creating and presenting lesson plans	Prolonged screen time, voice strain	Use ergonomic equipment; take breaks; use microphone or voice amplification if needed
Managing student behavior in classrooms and common areas	Emotional stress, potential for physical altercations	Attend de-escalation and classroom management training; maintain access to support staff
Supervising students (lunch, hallway, arrival/dismissal)	Slips, trips, falls; student conflicts	Wear proper footwear; remain attentive; intervene per behavior protocols
Transporting materials and equipment	Back strain, trip hazards	Use carts or assistance; avoid overloading; keep pathways clear
Using classroom technology and equipment	Electrical shock, repetitive strain	Inspect cords/devices regularly; use wrist support; report malfunctions
Participating in school events or extracurricular duties	Extended hours, fatigue	Plan rest periods; limit workload when possible; hydrate and eat adequately
Conducting assessments and grading	Eye strain, wrist fatigue	Take regular breaks; maintain good posture and lighting
Responding to emergencies (fire drills, lockdowns, student medical issues)	Physical exertion, stress	Follow emergency procedures; participate in regular drills; know first aid basics

## Emergency Considerations

Medical Emergency: Notify nurse or 911 per district protocol. Maintain student safety and document incident.

Fire/Severe Weather/Lockdown: Follow district emergency procedures. Keep class rosters and emergency bag accessible.

Reviewed by Rudy Salinas, Principal, Bush Middle School August 11, 2025

Reviewed by Dr. Oxley, Executive Director of School Administration October 6, 2025

Aggressive Student or Intruder: Use de-escalation methods, notify admin or law enforcement, secure classroom as needed.

#### Personal Protective Equipment (PPE)

PPE Item	When Required
Closed-toe shoes	Always during duty hours
Face mask	As required during health-related outbreaks
Gloves	When administering first aid or handling soiled materials
Microphone or amplifier	To reduce vocal strain during instruction