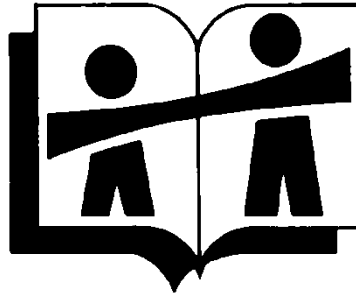


SCHOOL DISTRICT NO. 23



CENTRAL OKANAGAN
"Together We Learn"



2011 Safety Review

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Executive Summary

Our partnership with other School Districts in Claims Management continues to grow every year. At this time we now offer claims management services to 24 Districts (including SD23) or **40%** of the Province. Our partner Districts include Powell River, West Vancouver, Revelstoke, Okanagan Similkameen, Okanagan Skaha, Rocky Mountain, Kootenay Lake, Fraser-Cascade, Nicola-Similkameen, Boundary, Vernon, Kootenay Columbia, Southeast Kootenay, Bulkley Valley, Comox Valley, Langley, Gold Trail, Stikine, Saanich, Delta, Vancouver Island West, Vancouver Island North and Alberni. In 2010/2011, this partnership has realized a **profit** of **\$120,190** to our District.

We are also pleased to welcome our first private school into the claims management consortium. The Coast Tshimshan Academy is located in Lax Kw'alaams; just below the Alaska border.

We are currently in the process of hiring an individual whose primary responsibility will be the on-going implementation and administration of the District's Health & Safety Program. The hiring of an Occupational Health & Safety Supervisor allows me to further focus on promoting our District's services to other Districts within British Columbia while, at the same time, maintaining a managerial role here within our District.

The following summary is a compilation of the 2011 statistics:

- The majority of lost time injuries in 2011 were **back** injuries (40)
- **Sprains and strains** continue to be the major cause of all lost time workplace injuries (100)
- The highest occurrence of lost time injuries (16) occurred between **2:00 pm to 3:00 pm**
- The majority of lost time workplace injuries (34) occurred on **Tuesday**
- The month of **January and May** had the largest number of lost time injuries (20 each)
- Employees between the ages of **51 to 55** suffered the majority of lost time workplace injuries (33)
- Breakdown of job descriptions with the highest number of claims:
 - ✚ Custodians with 24 claims = 18% of all claims (Up from 2010)
 - ✚ CEAs with 30 claims = 22% of all claims (Up from 2010)
 - ✚ Teachers with 45 claims = 33 % of all claims (Down from 2010)
 - ✚ Operations with 18 claims = 13% of all claims (Down from 2010)
- There were **no** WorkSafeBC orders written on our District in 2011.
- The following schools have had no WorkSafeBC injuries in 2011:

♥ Central School	♥ Oyama Traditional School
♥ Shannon Lake Elementary	♥ Storefront
♥ Student Support Services	♥ South Kelowna Elementary
♥ Raymer Elementary	♥ School Without Walls/Storefront
- The schools with the highest number of claims were:
 - ✚ Elementary School – Black Mountain Elementary (7 claims)
 - ✚ Middle School – Rutland Middle School (6)
 - ✚ Secondary School – Kelowna Senior Secondary (12)

Yours in safety,

Ken Emmons, CRSP, ESS
District Health & Safety Manager

Introduction

In order to maintain compliance with the Board's Policy (335) we have again evaluated the effectiveness of the District's Safety Program. This comprehensive statistical review helps us to "zero in" on those tasks which create the most concern in injury causation. Those tasks will then be analyzed to help us with the reduction of risk. We will also examine 2011 safety training, first aid reporting, WorkSafeBC Legislation changes which will impact our District, and discuss recent accomplishments and safety goals for 2012.

Working safely is a joint effort between the District and its staff. There is also a legislated requirement for all employees to conduct their work in such a way so as not to endanger themselves or those around them. The vast majority of our District's injuries (**65%**) are from slips, trips and falls. We need to continually get the message out for staff to be more aware of their surroundings and of those who share their space.

Continuing to educate staff on safety awareness, body mechanics, stretching cold muscle groups and overall physical fitness are a must if we are to continue to reduce workplace injuries.

First Aid Analysis

In June, 2011, we performed our ninth annual assessment of our First Aid Program. This assessment identified that, while we were in compliance with WorkSafeBC Regulation, Part 3, Section 16 requirements, we had weaknesses in the area of injury reporting and documentation of workplace injuries.

# of Days to Reporting	0-3	4-7	8-12	13-20	21-30	31-50	51 +	# of Claims	% Reported Within 3 Days
2003-2007 5 yr average	72	39	20	17	8	3	2	161	45%
2008	106	6	1	3	0	0	0	116	91%
2009	97	6	1	2	3	1	4	114	85%
2010	109	4	0	1	0	0	2	116	93%
2011	112	7	3	5	0	2	7	136	82%

We note a decrease of 11% in the number of staff reporting their incidents within the 3 day allowable limit.

Severity and Frequency

WorkSafeBC has indicated two specific types of claims; one being those where an injured worker reports to their physician and then returns to work. This is a Health Care Only claim. The second being a Wage Loss claim when a worker is injured and sees their physician who then recommends the worker take some time off work to recuperate.

Severity Rate

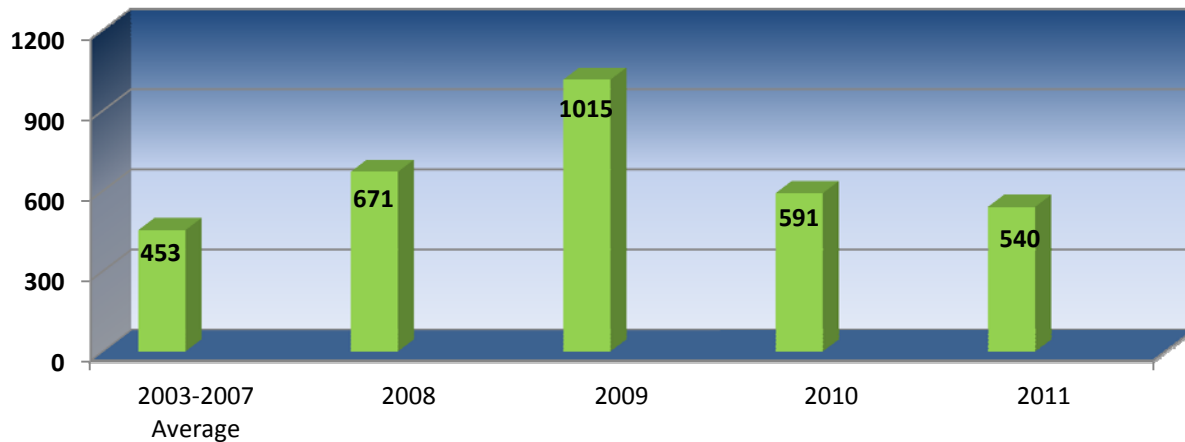
Lost Time Days

The severity rate is where an injury/incident results in one or more lost time workdays, other than the day of the incident. Lost time injury days represent days absent due to work-related injuries. The five year average indicates our lost time in days is not going in the right direction. One of the problems we are experiencing is that staff are utilizing the WorkSafeBC TeleClaim System and not reporting to their First Aid Attendant or supervisor/Principal. Proper procedure should be to report to First Aid then the Administrator or Site Supervisor.

The following graph will give you a good idea of the severity of injuries/incidents which have occurred within our District. Lost time days will fluctuate from month to month as claims may not be accepted within the month of injury.

Severity and Frequency cont'd

Number of Days Lost



Nice to see a drop of 9% in lost time days however this number is still 87 days over our 5 year average.

***Note: Statistics in this chart show only those days lost from claims in the year of injury.

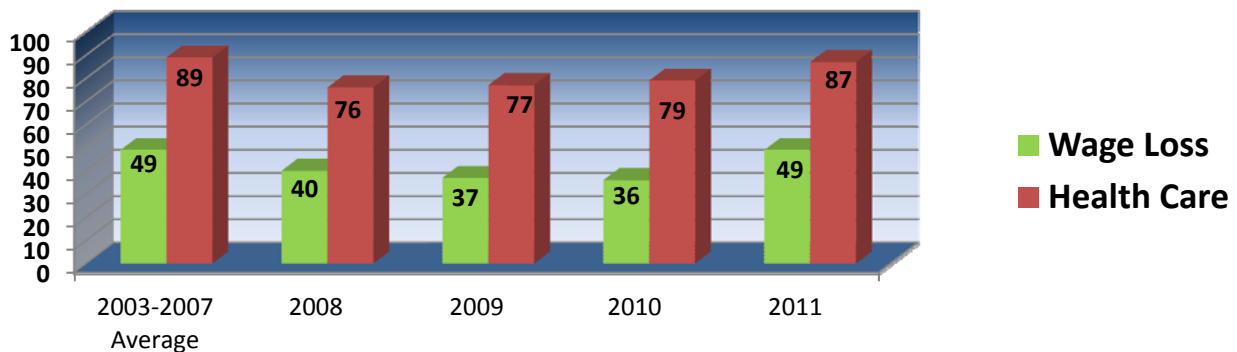
Frequency Rate

Number of Claims

The injury frequency rate is the number of incidents that result in a worker requiring the medical intervention of their physician. The following statistics will indicate how our District is progressing on frequency of claims.

WorkSafeBC Claims (by type)

Claims by type



With the implementation (in April 2009) of the new WorkSafeBC Claims Management System (CMS), we have found a higher than normal acceptance of claims which have not been reported to the District. Instead, staff have been filing their claims using the WorkSafeBC TeleClaim network prior to reporting to the District.

WorkSafeBC Claims Cost Analysis

WorkSafeBC Claims Cost (by month)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Wage Loss	\$4,594	\$7,187	\$5,377	\$6,887	\$6,708	\$7,667	\$6,390	\$616	\$1,163	\$2,142	\$4,046	\$8,372
Health Care	\$90	\$1,920	\$2,773	\$3,192	\$3,044	\$797	\$7,060	\$6,170	-\$1,321	\$6,837	\$1,997	\$5,359

WorkSafeBC Claims Cost (by year)

	2003-2007 Average	2008	2009	2010	2011
Claims Cost	\$141,714	\$93,627	\$186,006	\$100,970	\$86,936

* Claim pension costs applied in 2011 (from 2000 to 2010) have been removed in order to accurately reflect the claims costs for 2011. Actual cost of all claims applied in 2011 was \$181,430.

I would note here the drop of \$14,034 in claims cost for 2011.

Injury Analysis

Injury (by Occupation)

I would note here that there is a decrease (down 8% from 2010) in the number of workplace injuries from the teaching staff in 2011. Most of those injuries resulted from slips, trips or falls.

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Administration	0	0	0	0	0	0	0	0	0	0	0	0	0
Clerical	2	0	1	1	0	0	0	0	1	0	1	0	6
Technician	0	0	0	0	0	0	1	0	0	0	1	0	2
Custodian	4	3	0	1	2	0	1	4	3	0	4	2	24
CEA	3	1	2	4	4	0	0	0	0	5	7	4	30
Operations	2	2	0	0	3	1	2	0	0	2	2	2	16
Noon Hr. Supervisor	5	0	0	0	0	0	1	0	1	0	0	0	7
Teacher	4	3	1	3	10	3	0	0	6	9	3	3	45
Therapist/ Counselor	0	1	0	0	0	2	0	0	0	1	0	0	4
Transportation	0	1	0	0	1	0	0	0	0	0	0	0	2
Totals by Month	20	11	4	9	20	6	5	4	11	17	18	11	136

The following breakdown of job descriptions with the highest number of claims:

- + Custodians with 24 claims = 18% of all claims (up from 2010)
- + CEAs with 30 claims = 22% of all claims (up from 2010)
- + Teachers with 45 claims = 33 % of all claims (down from 2010)
- + Operations with 18 claims = 13% of all claims (down from 2010)

The following tables will provide an analysis of the causation, specific injured body part, time of injury, day of week, month, age, years of service and school from comparable to the five year average (2003/2007) as well as the years 2008 to 2011. It is important to note that most District staff work during the day, Monday to Friday, other than Custodial staff.

Injury (by causation)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Act of Violence	0	0	0	0	0	0	0	0	0	0	0	0	0
Acts of aggression	0	0	0	0	2	0	0	0	0	1	3	1	7
Body motion	0	0	1	1	3	1	2	1	5	7	6	5	32
Ergonomic issues	2	0	0	0	0	0	0	0	1	1	0	1	5
Exposure	0	0	0	0	0	0	0	0	0	2	1	0	3
Fall from height	0	0	0	0	1	0	0	0	1	0	0	0	2
Fall from same height	13	4	1	3	5	1	0	1	4	4	3	4	43
Interaction with debris/equipment/animals	4	3	0	1	4	0	2	0	5	8	3	1	31
Interaction with person	1	0	1	0	2	0	1	0	0	3	5	4	17
Lifting/carrying/moving	1	3	1	3	2	2	1	2	1	0	5	1	22
Movement on uneven ground	0	0	0	0	1	1	0	0	2	0	0	0	4
Slips/Trips	10	5	1	2	4	2	0	1	4	7	5	2	43
Struck by/against object	4	1	0	1	6	0	0	0	1	5	2	3	23
Vehicle accident	0	0	0	1	0	0	0	0	0	0	0	0	1
Total by month	35	16	5	12	30	7	6	5	24	38	33	22	233

Slips, trips and falls (88 in 2011) as well as a lack of safety awareness continue to lead as the causation most likely to result in a lost time injury claim. Due to an older working population it takes a lot longer to recover from a fall or a slip.

Injury (by body part)

	2003-2007	2008	2009	2010	2011
Head	17	13	20	25	17
Eye	6	2	0	3	5
Back	44	29	23	31	40
Shoulder/ Neck	21	14	16	18	29
Arm	19	13	17	13	19
Elbow	0	3	5	0	0
Hand/ Wrist/ Finger	13	12	20	23	29
Abdomen/Chest/ Groin	10	3	10	7	5
Leg	17	8	8	3	12
Hip	0	3	4	4	8
Knee	16	17	19	9	22
Respiratory	0	0	1	2	1
Foot/ Ankle	8	2	14	5	19
Voice	1	0	0	0	0
Nervous System	1	0	0	1	0

We need to continue to encourage educational sessions that accentuate the importance of staff being aware of what tasks they are performing and be aware of what is happening around them. This would help to reduce the sprain/strain type injuries of other body parts particularly during inclement weather.

Injury (by type)

	Strain Sprain	Cut/ Abrasion	Bruise	Bites	Burn	Dislocation Fracture	Object in Eye	Headache Hearing	*Act of Aggression
2003 - 2007	108	25	15	2	2	4	12	0	0
2008	81	24	29	1	0	1	2	1	0
2009	77	19	28	1	1	3	3	3	6
2010	68	23	17	0	0	2	3	4	8
2011	100	19	24	0	0	1	5	4	7

*This column includes those incidents, while not falling within Regulation 4.27, did result in an injury to staff.

Injury (by time of day)

	6-8 am	8-9 am	9-10 am	10-11 am	11-12 pm	12-1 pm	1-2 pm	2-3 pm	3-4 pm	After 4 pm
2003-2007	10	17	17	18	25	18	20	17	8	17
2008	6	9	16	16	16	9	12	15	6	11
2009	6	10	11	12	21	10	15	8	6	9
2010	9	7	12	10	18	11	14	10	5	18
2011	12	10	9	13	10	11	15	16	11	12

The highest occurrence of lost time injuries took place between 2:00 pm and 3:00 pm.

When we look at the five year average, it appears that most incidents occur between 2:00 pm and 3:00 pm which is consistent with school break times when staff are not conducting classroom instruction.

Injury (by day of the week)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Gradual Onset
2003-2007	32	35	33	33	32	1	1	
2008	23	23	29	24	15	2	0	
2009	25	16	20	24	23	0	0	
2010	24	23	21	25	19	1	0	3
2011	26	34	21	23	19	1	0	12

In 2011, Tuesday appears to be the day for most workplace injuries. I believe this statistic will be difficult to determine causation.

Injury (by month)

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2003-2007	18	17	11	16	15	18	5	6	13	12	19	15
2008	12	12	2	16	11	14	4	3	12	12	15	3
2009	13	17	10	11	9	7	3	1	9	15	10	9
2010	14	7	8	9	11	12	1	7	7	9	16	15
2011	20	11	4	9	20	6	5	4	11	17	18	11

January & May lead all other months for the most workplace incidents.

After reviewing incident investigations, it appears that most injuries are associated with moving from the inside of schools to student activities outside. When we posted information on staff injuries in February and November the number of claims dropped exponentially.

Injury (by age)

	19-25	26-30	31-35	36-40	41-45	46-50	51-55	56+
2003-2007	4	7	15	19	22	35	41	25
2008	0	5	7	22	16	25	21	20
2009	0	9	11	18	17	21	19	19
2010	1	2	5	13	15	31	21	28
2011	5	2	8	20	13	24	33	31

This number is certainly reflective of an aging workforce.

This has been reflected in the fact that even though some of the incident(s) may have been of a minor nature they have meant that more time off was needed to promote healing.

Injury (by location)

Location Name	2003-2007	2008	2009	2010	2011
School Board Office	2	0	1	0	0
Operations	16	26	6	14	6
Transportation	0	3	1	1	2
Anne McClymont Elementary	3	1	2	2	4
A. S. Matheson Elementary	2	0	0	0	2
Bankhead Elementary	2	1	1	1	1
Belgo Elementary	2	1	1	3	4
Black Mountain Elementary	2	6	3	2	7
Casorso Elementary	2	3	3	2	1
Central School (Distant Learning)	1	0	2	0	0
Chief Tomat Elementary	4	0	1	2	4
Chute Lake Elementary			0	2	2
Constable Neil Bruce Middle	4	5	1	0	1
Davidson Road Elementary	2	1	4	1	1
Dorothea Walker Elementary	1	0	1	1	4
Dr Knox Middle	7	6	4	1	2
Ellison Elementary	2	0	2	1	2
George Elliot Secondary	5	1	6	4	5
George Pringle Elementary	4	1	2	5	4
Glenmore / Mountainview Elem	2	1	1	2	1
Glenrosa Elementary	1	0	0	3	2
Glenrosa Middle	3	1	3	4	2
Helen Gorman Elementary	2	0	1	1	1
Hollywood Rd Education Services	2	3	4	4	3
Hudson Road Elementary	3	1	3	2	4
KLO Middle	3	6	6	7	5
Kelowna Senior Secondary	6	3	5	5	12
Mount Boucherie Secondary	5	6	11	5	6
North Glenmore Elementary	3	4	4	1	3
Okanagan Mission Secondary	5	5	1	6	3
Oyama Traditional School	1	2	0	0	0
Peachland Elementary	2	1	0	0	3
Pearson Road Elementary	3	4	3	3	3
Peter Greer Elementary	3	2	2	0	1
Quigley Elementary	3	2	1	1	5
Raymer Elementary	2	2	1	2	0
Rose Valley Elementary	2	1	3	2	3
Rutland Elementary	2	0	1	0	3
Rutland Middle	2	1	1	4	6
Rutland Senior Secondary	8	7	9	12	7
School Without Walls/ Storefront	0	0	0	0	0
Shannon Lake Elementary	2	0	1	2	0
South Kelowna Elementary	1	0	3	0	0
South Rutland Elementary	1	0	1	3	2
Springvalley Elementary	3	1	2	0	4
Springvalley Middle	5	6	4	3	3
Student Support Services	0	1	0	0	0
Watson Elementary	1	1	2	2	2
TOTAL	137	116	114	116	133

+ Elementary School with the highest number of claims was Black Mountain Elementary with 7 claims

+ Middle School with the highest number of claims was Rutland Middle with 6 claims

+ Secondary School with the highest number of claims was Kelowna Senior with 12 claims

Congratulations to the following schools for having no claims in 2011:

- ♥ Central School
- ♥ Oyama Traditional (3 yrs in a row!)
- ♥ Raymer Elementary
- ♥ Shannon Lake Elementary
- ♥ South Kelowna Elementary
- ♥ School Without Walls/Storefront
- ♥ Student Support Services (4 yrs in a row!)

Note: 2003-2007 shows the average over a five year period.

Influenza Vaccinations

	2007	2008	2009	2010	2011
School Board Office	20	18	11	19	16
Operations	29	37	10	29	46
Anne McClymont	31	28	9	21	18
A S Matheson	9	9	5	9	14
Bankhead	16	15	7	11	9
Belgo	14	11	2	13	14
Black Mountain	16	14	3	12	13
Casorso	15	17	9	22	21
Central School	13	11	2	7	12
Chief Tomat	18	11	6	6	11
Chute Lake	0	0	3	13	19
Constable Neil Bruce	26	24	7	28	27
Davidson Road	12	8	3	10	15
Dorothea Walker	27	13	8	16	11
Dr. Knox Middle	29	30	15	25	22
Ellison	8	10	3	9	10
George Elliot Secondary	22	24	8	25	16
George Pringle	11	8	8	10	8
Glenmore/Mountainview	17	10	3	6	8
Glenrosa Middle	21	10	8	20	13
Glenrosa Elementary	16	15	4	17	18
Helen Gorman	10	6	6	11	10
Hollywood Road Ed.	23	24	13	21	20
Hudson Road	6	11	5	14	11
Kelowna Secondary	47	47	13	35	43
KLO Middle School	18	17	13	15	13
Mount Boucherie Secondary	47	44	17	26	32
North Glenmore	16	14	3	11	15
Okanagan Mission Secondary	20	25	6	23	24
Oyama Traditional	9	10	5	7	10
Peachland	9	10	4	5	5
Pearson Road	30	16	16	19	24
Peter Greer	12	17	3	13	14
Quigley	12	17	2	12	18
Raymer	16	13	2	11	12
Rose Valley	11	13	6	19	17
Rutland Elementary	19	9	5	11	8
Rutland Middle	16	17	12	14	18
Rutland Senior	29	28	9	28	21
Shannon Lake	13	10	4	12	14
South Kelowna	11	12	2	6	8
South Rutland	18	12	7	12	13
Springvalley Elementary	15	10	8	13	14
Springvalley Middle	20	14	8	18	14
Watson Road	11	16	8	8	8
TOTAL	845	790	311	692	745
* Saturday Catch-Up	37	27	0	0	18
TOTAL COST	\$13,520	\$12,640	\$5,132	\$11,764	\$12,665

* Saturday Catch-Up Day included in final count

Traffic Safety Officer Statistics

The position of Traffic Safety Officer was created in June 2007 to deal with the rising number of concerns regarding traffic safety around our school parking lots and the surrounding roads to our schools. A lot of the concerns arose from parents, schools and the District. As some of those issues could only be dealt with through an interaction between the District, the City of Kelowna, or the Regional District Central Okanagan, it was felt that a tripartite position would work best. The Traffic Safety Officer position is funded by School District No. 23, City of Kelowna and the Regional District of the Central Okanagan.

Traffic Safety Patroller Program

A large part of the mandate for the Traffic Safety Officer is the education and training of student school patrollers for our elementary schools. 2007 saw 8 schools utilizing this program and by 2011 there were 13 elementary schools that utilize a fully trained school patrol program.

Did you know that almost half of our children make their trip to urban and suburban schools in a car? That percentage is increasing every year and most of those trips are less than a kilometre. No doubt many parents drive their sons and daughters to school to ensure they arrive safely. However, increased driving can create serious safety, environmental and health problems for the very same children that parents are trying to protect.

- Dangerous traffic congestion occurs around schools when parents are dropping off and picking up their children.
- Unhealthy automobile emissions reduce air quality around schools. These emissions are harmful to human health and the environment.
- Automobile-dependent children, who are less fit, are often not as healthy and have a greater prevalence of obesity.



Traffic Safety Officer Gibson coaches the Safety Patrollers at Springvalley Elementary

What are Schools Doing?

With the ever-increasing number of cars traveling beside our schools and the number of parents parking to drop off (or pick up) students, it's no wonder so many schools are using school traffic reduction programs and other strategies to reduce congestion, pollution and risk of injury and to encourage a more active lifestyle.

Casorso Elementary has implemented a great program called "Walk Like a Coyote" which involves students being dropped off at safe drop spots close to the school and walking the rest of the way, thereby reducing the congestion immediately around the school.

The students will use safe routes from the drop spots and that is when our Traffic Safety Patrollers really shine, helping them safely navigate the crosswalks on Casorso and Berrera Road.

2011 Bike Rodeo Program Report

Participating Schools - 14

May 4 - Dorothea Walker
May 5 - Glenmore
May 9 - Quigley
May 10 - South Rutland
May 12 - Pearson Rd
May 16 - Black Mountain
May 17 - Springvalley
May 18 - Chute Lake
May 6 - Peachland
May 13 - Rose Valley
May 20 - Glenrosa
May 24 - Hudson Rd.
June 1 - Oyama Traditional
June 9 - Raymer



Background

Since 2008 Bike Rodeos have been an important part of the Regional "i-go" Program's Bike to School/Work Week campaign. Originally introduced in response to concerns by parents and school principals regarding the need for proper cycling education, Bike Rodeos have been provided to many regional schools over the past 4 years.

Each year all schools within School District No. 23 are asked to apply to participate in a Bike Rodeo for their grades 2 through 6 classes.

With many schools applying each year, it's a first-come first-served rush to get selected! All attempts are made to ensure all schools within the Central Okanagan receive a rodeo prior to returning to previous participants.

Grades 2 through 6 students were chosen to take part in the rodeos as the focus of the rodeo program is to prepare students of this age group for cycling to and from school on a regular basis.

Grade 6 leadership students in each school are utilized to lead others through the course and ensure all learning outcomes are met. Their assistance is vital to the success of the program; we couldn't do it without them!

Local bike shops, the Kelowna and Area Cycling Coalition and school parent volunteers are enlisted as well to ensure bikes are safe, helmets are checked and skills are taught.

Regional Traffic Safety Officer, Dave Gibson works directly with the City of Kelowna Transportation Demand Management group (TDM) in the coordination and implementation of the Bike Rodeo program.

Why Bike Rodeos?

Bike Rodeos, as well as the Bike to School Week program, serve to break down barriers (both perceived and real) regarding cycling to and from school. By providing sampling opportunities and hands-on cycling education, youth will be better equipped to try cycling for transportation and parents will feel more comfortable allowing their children to ride to and from school.

The goal of the Traffic Safety Officer and the TDM group through these programs, is to reduce peak traffic congestion in all school zones within the region while improving the health of our youth (and their parents, of course, by encouraging them to ride with their kids!). With a record 29 schools participating in Bike to School Week, this year the rodeos are more important than ever.

2011 Bike Rodeo – Another banner year for the program!

This year 14 schools received Bike Rodeos between May 4 and June 1, with a record 2350 students participating!

Participating students learned key cycling skills such as proper hand signals, scanning techniques, obstacle avoidance, roadway awareness and intersection and crossing safety. They also learned the importance of proper bike maintenance and helmet fit. Each student received a take-home information booklet and bike/helmet inspection sheet so that they could discuss what they had learned with their family.

Having an impact...

Many school Administrators and parents feel that the program is extremely valuable and has been effective in preparing youth for safe cycling. Here is some feedback regarding the Bike Rodeo program:

School District No. 23 Superintendent Hugh Gloster:

"Thank you.....to Dave Gibson for the organization of the bike rodeos at Central Okanagan elementary schools to help ensure students and parents are better equipped to make cycling to school a regular habit and to prepare for Bike to School Week."

Paule Mondor, Teacher, Glenmore Elementary:

"I was impressed with the organization: tent, pump, tools...everything to fix and get the bike ready! I think they deserve a 10! I just forgot that the kids with no bike could 'walk it'..."
Excellent program!"

Principal Barrie MacLeod, Hudson Road Elementary:

"Thanks for the bike rodeo today. All of the feedback that I had from the students, staff and parents was very positive."

Principal Susan Macneil, Pearson Rd Elementary:

"Hi Dave,
Thank you very much for a successful bike rodeo! You had everything so well organized; it went off without a hitch! Thank you for providing that wonderful training for our students!"

Principal Kathy Weninger, Quigley Elementary:

"Hi Dave,
Thank you so much for putting on the bike rodeo at Quigley this morning. I managed to come out a few times and was so impressed at how well organized everything was and how involved all of the students were."

Into the Future

The Bike Rodeo program will continue on in 2012 providing an opportunity for additional schools within the region to participate and additional opportunities for schools that have previously participated. Each year, the program is improved upon to ensure students learn the skills needed to become cyclists for life. With each new season, the program is able to engage new young cyclists as they reach an age where cycling to and from school is viable. With the base skills learned in the rodeos, these youth can begin to build healthy transportation habits that will benefit them, and their community, into the future.

Bike to School Week 2011 Results

This year we had an amazing participation rate with 29 schools and over 30,500 km cycled to and from school!

Thank you to all the dedicated teachers, principals, parents and students who organized Bike to School Week at your school. We love the participation and enthusiasm that you all bring year after year!



Winning Schools

Congratulations to all schools for their hard work. We picked some winners based on participation rates (number of students that rode their bike divided by the total number of students in the school):

Over 400 Students

- **AS Matheson with 66.7% participation for the week and 800 trips on bikes**
- **Prizes: a new bike, Subway for one class and admission to Energyplex for one class**

Under 400 Students

- **Glenmore Elementary School: 48.9% participation and 1640 trips on bikes**
- **Prizes: a new bike, Subway for one class and admission to Energyplex for one class**

Highest number of km

- **Casorso Elementary with 6658.43 km**
- **Prizes: 200 mini Clif bars, plus some additional Bike to School shirts to give out**

New bike rack draw: Raymer Elementary School with 50% participation

“Wear a helmet”

Positive Reinforcement Campaign

Summertime's sunny and warm weather provides plenty of opportunity for outdoor fun and exploration. Participation in higher-risk activities such as bicycling, skateboarding and roller-blading has seen a marked increase. Safety of our young people continues to be of concern.

This past summer, Dave Gibson, Regional Traffic Safety Officer (School District No. 23, City of Kelowna and Regional District of the Central Okanagan) has partnered with Braintrust Canada and has spent time out in the community rewarding those youth who are "caught" wearing helmets. Upon observing appropriate helmet wear, Mr. Gibson informed vacationing students that they had been "caught doing the right thing" and congratulated them about their smart choices. Students received rewards that included free McDonald's french fries, free Domino's Pizza Cinna-stix, Two-for-One Bowling at McCurdy Bowling and one month free online memberships at Club Penguin.

These positive reinforcement rewards were generously provided by local merchants through BrainTrust Canada, with the hope that there might be an increase in children "sporting" helmets while engaged in these types of outdoor activities. Overall, the program has been well received by the community and is fully endorsed by the RCMP.



School/Classroom Visits



Mr. Gibson has attended more classrooms and assemblies this year in order to deliver lectures on pedestrian and bicycle safety. These messages are an essential part of our growing School District's responsibility to educate our young students on these and other safety related issues.

These lessons ensure that our District's students develop road safety skills and awareness. The educational materials support prescribed learning outcomes as established by the B.C. Ministry of Education for students in Kindergarten through Grade 10.

Road safety lessons support cross-curricular learning outcomes including the real-world practice of leadership



Risk Reduction Strategy for Our New Drivers

Texting while Driving

Dave Gibson had the great privilege to provide a unique opportunity for Grade 11 students in our School District. As you are most likely aware, **texting while driving** is a huge problem.

One in four new drivers admits to texting behind the wheel of their car.

DriveWise BC has had great success with student awareness on Vancouver Island and in the lower Mainland via the use of a simulator.

Drivers, including our students, don't realize how poorly they drive when they are texting....until they experience the simulator **and** text while driving. The drive is recorded and then played back to each student and, guess what? They are amazed when they see the things they have missed, pedestrians crossing the road, dogs on the sidewalk, cars that are about to change lanes and more.

DriveWise BC brought their simulators up from Victoria and parked them at two of our high schools until all of the Grade 11's (new drivers) had a chance to experience them. Feedback from Administrators at the schools was very positive and the students were both surprised and appreciative.



Traffic Safety Officer - Statistics 2011

Year: 2011	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
PAC Meetings	0	1	0	0	0	0	0	0	0	0	1	0	2
Presentations	2	1	4	2	13	2	0	0	14	1	6	2	47
Parent Meetings	4	4	2	2	13	2	0	0	4	2	2	0	35
Telephone concerns	2	10	6	0	4	6	1	2	10	14	3	4	62
Training Sessions	0	1	2	3	14	0	0	0	12	3	5	1	41
School Visits	42	46	22	36	26	38	23	23	41	32	45	28	402
Traffic incidents	0	1	0	2	1	0	1	0	1	0	2	0	8
District issues	0	0	0	1	1	1	0	0	0	1	1	0	5
Committee meetings	4	5	2	6	2	3	1	1	6	8	4	1	43
# of schools with trained safety patrollers	0	0	0	0	0	0	0	0	11	2	0	0	13
Other meetings, City Hall, RCMP, RDCO, Transit etc.	6	4	12	8	14	13	4	8	12	10	14	2	107
Totals	60	73	50	60	88	65	30	34	111	73	83	38	765

Workplace Inspections & Safe Work Procedures

Eighty-six school safety inspections were completed in 2011 and a further twelve at Operations. Safe Work Procedures have been developed, reviewed by the Joint Health & Safety Committee, and implemented. Currently there are 126 Safe Work Procedures and 57 Best Practices available at Operations. This does not include those implemented by the Custodial Supervisor. The Operations Safety Committee should be commended for their excellent work in reviewing all 126 Safe Work Procedures.

In order to better reflect current WorkSafeBC Regulations, the District's Working Alone or In Isolation Guidelines were revised for Operations staff with implementation in January 2011. There were 23 Indoor Air Quality checks conducted throughout the District with repairs or updates resulting from 5 of those.

There were no orders written by WorkSafeBC on the District in 2011.

Employee Safety Training

Due diligence for our District is proven with training. In 2011, **535** employees attended presentations or training sessions at the School District. While there will always be annual training for certain jobs (first aid, for example), School District No. 23 is committed to ensuring training requirements are met for all our operational needs.

Employee Training	2007	2008	2009	2010	2011
Aerial Work Platform / Forklift Training	15	10	77	14	5
Ergonomics / Assessment & Control	18	13	27	23	28
Ergonomic Education - Custodial	Custodial Info-Flip				59
Indoor Air Quality Assessments - Schools	16	12	23	24	23
Confined Space Entry Training	0	0	9	14	0
Fall Protection Training	0	0	11	0	0
Transportation of Dangerous Goods	32	0	3	49	0
Joint Health & Safety Committee Training	6	11	3	0	4
Supervisor Safety Management	18	15	17	0	8
Admin. Incident Investigation Training	0	0	0	14	15
WorkSafeBC on-line courses (new in 2007)	0	10	0	0	4
Ladder Safety Training - Staff	28	50	0	32	14
Level 1 First Aid	36	56	31	46	49
Level 2 First Aid	10	15	13	19	11
Lock Out Training	3	44	0	0	0
New Worker Safety Orientation	148	48	21	3	17
Respiratory Fit - Test Training	1	0	1	0	9
Safe Work Procedures - Training	14	3	0	0	0
Audiometric (Hearing) Testing	64	99	86	66	96
Asbestos Abatement Training	69	0	0	0	0
WHMIS	219	112	108	112	159
Other (compressors, Propane, Quad, etc.)	12	15	14	5	33
Total Number of Employees Trained	693	501	444	421	535
Student Training	2008	2009	2010	2010	2011
Ladder Safety Training - Students	72	83	24	24	23

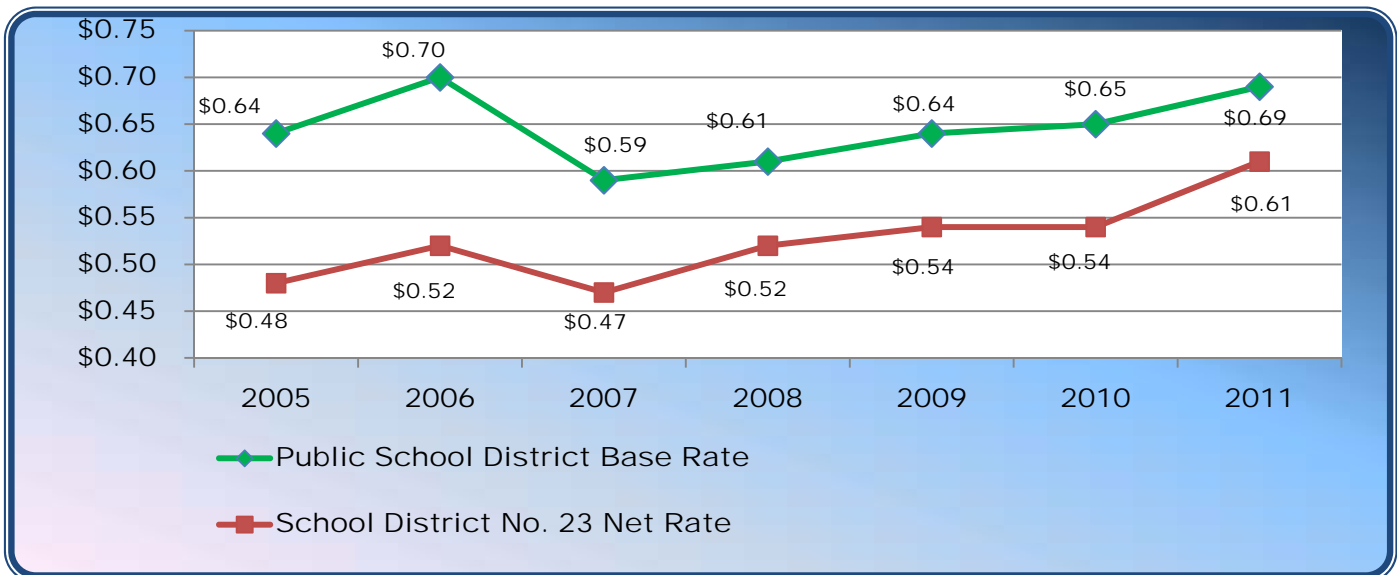
Accomplishments - 2011

The big news for 2011 was the District achieving their Certificate of Recognition (COR) from WorkSafeBC. This achievement was only possible by passing a rigorous, in-depth audit conducted by an external auditor. The two-part audit was conducted in November 2011. The District participated in both Part 1 (Health & Safety) and Part 2 (Disability Management/Return to Work). In order to achieve the COR, the District must achieve a minimum of 80% in each element and no one element can be below 50%. We were successful in both parts, achieving 94% in the Health and Safety portion and 87% in the Disability Management portion.

What does that mean to the District? Not only were we the first District in British Columbia to successfully pass both parts of the audit, but by passing the Health & Safety part we will get back 10% of our WorkSafeBC Premium as well as a further 5% for passing the Disability Management portion. This equates to the District receiving approximately \$113,000 in a cash award.

Our success in achieving the COR was only possible through the hard work and efforts of the eight sites which were audited. My sincere and heartfelt congratulations go out to the following Administrators and their staff: Peter Gallo, Vice-Principal (George Pringle Elementary), Marion Barnes, Principal (Peter Greer Elementary), Kevin Auclair, Vice-Principal (George Elliott Secondary), Steve Labrie, Vice-Principal (KLO Middle), James Minkus, Principal (Rutland Elementary), Cathie Mutter, Principal (South Rutland Elementary), Harold Schock, Energy & Sustainability Manager (Operations) and Jim Colquhoun, Director of Human Resources, Labour Relations (Administration Office). Without their help and dedication, none of the above would have been possible. Special thanks must also be given to the CUPE President, Bill Zeman, and the COTA President, Alice Rees, who gave their full support to this initiative.

More good news for 2011 is that statistically, we were able to maintain a very low Experience Rating Assessment (ERA). School District No. 23's Base Rate is at \$0.61 even though the WorkSafeBC Base Rate for Public Schools, rose to \$0.69. The fact that we maintained our discount is directly related to the continued support of the Wellness Committee, the Board of Education, senior management and the efforts of all our employees.



Other accomplishments included:

- Participating as an active member of the Safe Schools Committee
- 18 sites having their Fire Safety plans updated
- Educating staff in the District's Stay at Work/Return to Work Disability Management Program
- Achieving a **11.7%** merit rating with the WorkSafeBC Experience Rating Assessment
- Having set up the five WorkSafeBC Training Courses to be able to allow other Districts access to these courses on a fee-for-course basis. For 2010/11 we received **\$1,415** in course fees. Since inception we received a total of **\$3,680** in certification fees
- Continuing to track school safety statistics in order to present the Senior Management Team (including all school Administrators) with comprehensive, site specific, injury/incident statistics
- All new employees of School District No. 23 receiving the new safety orientation
- Updating the District's Safety Program to reflect the latest changes to WorkSafeBC legislation
- Participating as the safety representative at the Operations Team Meetings
- Offering claims management services to 24 Districts (including SD23) or 40% of the Province. This partnership has realized a **profit** of **\$120,190** to our District
- Conducting 28 ergonomic assessments of clerical work stations and teaching work areas

Goals & Objectives - 2012

The main objective for 2012 will be to work with school Administrators to bring safety awareness, through the District's Occupational Health & Safety Program, to our staff. We will monitor the effectiveness of the District's orientations and continue to conduct the District's claims management in a fair and judicious manner. We will meet and exceed all the 2011 accomplishments with the addition of the following:

- Collaborating with our partner groups to develop and implement action plans for further training for our Safety Committees, Administrators, and staff
- Working with all school Administrators and staff, to improve deficiencies noted in the COR Audit Report
- Completing the internal audit for our renewal of our Certificate of Recognition
- Assisting the school-based Safety Committees with recommendations to reduce workplace injuries according to the data available in this review
- Continuing to promote the Claims Management Program to other Districts
- Promoting the on-line WorkSafeBC Courses on a fee-for-course basis
- Completing updating of Fire Safety Plans for all sites within our District

Conclusion

In 2012, we will continue to promote the District's Health and Safety Program and Board Policy 335 to all employees. Unfortunately, employees are continuing to suffer work-related injuries. As the injury statistics indicate, we have an older workforce experiencing the majority of sprain/strain type injuries. To continue reducing workplace injuries and to achieve our goal of attaining a lost time, injury-free month, we must bring the message to all staff that they too have a responsibility to work in a safe manner. To this end we will continue our crusade of imprinting the "safety message" to all employees.

With the continued effort from all employees and management, this will be a reality. Then, and only then, will we have accomplished our objective of creating the safest District in the Province. As the Superintendent of School District No. 23, Hugh Gloster, stated:

"Having achieved 94% on the health and safety audit conducted by an external auditor, has allowed our District to receive a Certificate of Recognition from WorkSafeBC. Not only was this a phenomenal achievement, but most importantly it indicates that our Safety Program is on track. Achieving this result encourages us to continue to place emphasis on safety in our daily endeavours."