

NBSIA Member Services Safety Bulletin

April 2017

CUSTODIAL SAFE WORK PRACTICES



Custodians face a variety of responsibilities and hazards. Each employee can help prevent or reduce injuries by being aware of risks and taking the appropriate safety precautions. Here are some practical ways to employ safe work practices today:

- Wear comfortable, slip-resistant shoes to help avoid slips and falls. Replace shoes regularly; worn down shoes may increase accident risk.
- Wear chemical-resistant gloves and eye protection when pouring, mixing, and using chemicals.
- Wear gloves when doing odd jobs, they protect from a variety of hazards.
- Wear safety glasses when performing tasks that involve debris or dust. Safety glasses can also protect eyes from pollen, as well as sun exposure.
- Read the Safety Data Sheets (SDS) of the chemicals you use. Know the hazards and safety precautions for each chemical. Follow the proper ratio for concentrated chemicals. Stay in well-ventilated areas and never mix chemicals unless instructed to do so by the manufacturer.
- Stretch before, during and after work in order to avoid back strains and injuries.
- Always practice safe lifting techniques. Be aware of what you can safely lift on your own and always ask for help with heavy or awkward loads.
- Maintain tools in good condition; worn out or broken items can be more harmful than helpful.
- Wash your hands in between tasks, especially before eating.

- Push, don't pull! Keep the load in front of you when using hand trucks, carts, rolling buckets etc. Pulling can lead to strains and injuries.
- Follow safe work practices when using a step-stool or ladder. Follow all manufacturer's directions and use the appropriately sized ladder for the task at hand.
- Mop and strip floors when few people are present and use caution signs for wet floors and spills.
- Use a light grip when handling a mop or broom, to help reduce pinch grip. Be mindful of posture. Switch hands regularly.
- Inspect vacuums and floor machines; keep cords coiled and close to you to avoid tripping.
- Wear gloves when handling garbage and recycling, bags may contain sharp materials. Carry the load away from your body. Never reach into a garbage can or pack it down with your feet.

Know the common hazards in your work environment. Because you move throughout the buildings and school sites, you may be the first to spot one. Immediately report any hazards to your supervisor. Safety depends on you!

Contact the NBSIA Member Services department for FREE on-site safety trainings. See our website for a full listing of available trainings.

Contact Us

(707) 428-1830
www.nbsia.org

Suzanne Dillman
Jeremy Hatch
Matt Boughtin
Amanda Prieto
Jaclyn Moraida

SuzanneD@nbsia.org
JeremyH@nbsia.org
MatthewB@nbsia.org
AmandaP@nbsia.org
JaclynM@nbsia.org

