

# Your CTE Safety & Health Program: Safe Student, Safe Workers

## For Administrators:

# 20 Questions

## Find Out How You & Your Program Are Doing!

***Every day, 14 workers die on the job in the United States. New and young workers are at high risk for injury. CTE programs can help keep future workers safe through quality safety and health education.***

How would you answer the following questions?

	YES	NO		YES	NO
1 Within your school, is there a written safety and health plan that covers all employees?			11 Are instructors in your programs evaluated on their safety and health teaching effectiveness?		
2 Are staff and students informed about the policy, including how to report hazards?			12 Do new instructors in your school's programs participate in a formal mentoring program with experienced instructors or administrators?		
3 Have you received training on safety and health management responsibilities?			13 Does your program provide instructors with paid time to recruit and work with Industry Advisory Committee (IAC) members?		
4 Have your programs identified safety and health measure to track and review regularly, to improve your safety and health systems?			14 Do your programs invite IAC members to participate in specific ways that support your safety and health training?		
5 Do your CTE programs have regular internal inspections to ID hazards?			15 Are there structured opportunities for instructors to share teaching strategies for creating a safe learning environment?		
6 Do your school and programs have a systems for reporting hazards?			16 Are curriculum reviews conducted annually to ensure alignment with changing industry standards in safety and health?		
7 Do hazards get addressed in a timely way—immediately, if high risk?			17 Is safety and health training integrated throughout all industry skills courses?		
8 Does management prioritize solutions that "engineer out" the hazards (such as ventilation systems, auto "saw stop" table saws, or use of safer chemicals)?			18 Do students practice communicating with supervisors about safety and health concerns?		
9 Do instructors get financial support for professional development in safety and health (conferences, trade association meetings, industry certifications)?			19 Are students encouraged to report hazards?		
10 Are safety and health training goals part of instructors' Professional Development Plans?			20 Does your program have policies to ensure that off-campus worksites involved in paid and unpaid training experiences have effective safety and health management systems?		

**CTE administrators (department chairs and deans) must lead the way** in a CTE program's safety and health education. All workers need to be prepared to work safely in changing, hazard-filled environments, armed with the knowledge and skills to protect themselves and their co-workers. **Safety skills are critical employability skills**, and well-trained workers help save their employers the high human and financial costs of injuries.

Injuries on the job do not just happen because someone is careless one day. Whether it is at a worksite or a school, **safety depends on systems** that are established by leadership at schools and by employers in the workplace. Safety must be a comprehensive, systemic component of any CTE program, and CTE administrators have an essential role, **demonstrating management commitment to safety and health** at the highest industry standard, and **ensuring that well-qualified instructors are properly trained, evaluated, and supported** in developing their safety and health knowledge and teaching skills.

## Essential Program Components

### Safety & Health Management Systems

- Management Leadership
- Regular Inspections
- An Active Reporting System
- All Injuries, Incidents and Near Misses Investigated
- Hazards Controlled Effectively

### Instructor Qualifications & Support

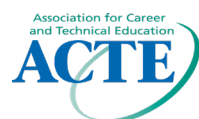
- Instructor Field Experience
- Support to be Effective Instructors
- Staying Up-to-Date in Safety and Health
- Engaging Industry Advisory Committees (IACs)

### Effective Teaching & Learning

- Curriculum Reflects Core Safety & Health Competencies
- Safety & Health Skills Taught Effectively
- If recommended by industry, OSHA 10 Included & Taught Well
- Students Learn Self-advocacy & Problem-solving Skills

### Offsite Learning

- Policies in place to ensure safe work practices and effective supervision of students



### Construction Corner:

Find Out How Your CTE Construction Program is Doing!

- Take the online assessment
- Check out the guide <http://bit.ly/cte-guide>