

# Workplace Readiness Skill

## Professional Competency

### Activity Sheet

# Skill 13

## Workplace Safety

Following safety rules and understanding risks is important to decreasing the potential for injury to ourselves and others. This is true at home, at work, and in the community. As an employee, it is your responsibility to adhere to safety standards and protocols.

### Description of Workplace Safety

Being safe at work means following safety rules and guidelines and knowing what is a risk to self and others.

Examples of workplace safety:

- Wear ear and eye protection when mowing the lawn.
- Wear non-slip shoes in restaurant kitchens.

### Menu of Activities

These activities are designed to help families discuss and practice workplace safety. Choose one or more activities to complete with your child.

#### Activity 1: Safety Starts at Home

1. Many of the hazards that are present in the workplace, such as hot surfaces, cleaning products, and heavy lifting, are also present in the home. Review the list of common hazards on the “Common Hazards” handout (found on page 3).
  2. Ask your child:
    - Which of these do you find in or near your home?
    - Which of these do you find at school?
  3. After reviewing and discussing Common Hazards, check out your own home for hazards. While your family engages in activities in areas of your home (kitchen, living room, etc.) check the rooms for safety hazards using the “Hazard Hunt” (found on page 4). Work together to figure out how to identify hazards and how to keep yourself safe.
  4. You can continue this activity when you are out in the community by identifying hazards you see in restaurants, stores, or other community locations.
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## Activity 2: Making a Plan for Increasing Safety

1. Review the following short video (2-4 minutes) to become more familiar with common workplace safety issues.
  - [It's Your Job Student Video: Training Works](https://youtu.be/6Gm8Uej4JMs) (youtu.be/6Gm8Uej4JMs)
2. After reviewing the video, identify a few hazards that you would like to help address at home, school, work, or in the community.
3. Then review the following free or low-fee apps to help you address the identified hazards with information on your phone.
  - [15 Practical Workplace Safety Apps for Apple and Android](https://bit.ly/15-workplace-safety-tips) (bit.ly/15-workplace-safety-tips)
4. Write out a plan on how to decrease identified hazards at home, school, work, or community.

## Activity 3: Labeling Safe and Unsafe Conditions

1. Together, go through your home (inside and outside) and label common places, items, and machines as a potential safety hazard. Use colored stickers (red for unsafe), or paper with an X to note potential safety hazards. Go back through the house and point out things, like the stove, and ask your child if it is a safety hazard.
2. When you identify “unsafe” items in the home, present your child with two choices of how to interact with that item – one should be safe, and one should be unsafe. Ask your child which is the ‘right’ way.
3. Create a safety plan for when unsafe situations occur. The plan might include when to call 9-1-1 (fire) and what information to provide.
4. Practice the safety plan.

## Reflection

Review the questions with your child and respond together after completing the activities.

- Did this information help your family better understand workplace safety?
- What was easy or hard about learning and practicing this skill?
- Why is this skill important to use at home and at work?
- How do we continue to practice this skill in the home and in the community?
- What additional information or resources do I need to continue to practice this skill?

## Common Hazards

Review this list of common hazards.

<b>Safety Hazards</b>	<b>Chemical Hazards</b>	<b>Biological Hazards</b>	<b>Other Health Hazards</b>
Hot surfaces	Cleaning products	Viruses	Noise
Slippery floors	Pesticides	Bacteria	Vibration
Ladders	Solvents	Molds	Radiation
Machines	Acids	Animal diseases	Heat or cold
Sharp knives	Asbestos	Bird diseases	Repetitive movements
Hot grease	Lead	Insect-borne	Awkward posture
Circuits	Ozone (from copiers)	Diseases	Heavy lifting
Lack of fire exits	Wood dust	Poison ivy	Fast pace of work
Motor vehicles	Mercury	Poison oak	Discrimination/ harassment
Cluttered work areas	Poor air quality	Used needles	Stress
Falling objects	Gasoline		
Violence			
Areas too bright			
Areas too dark			

# Hazard Hunt

## Instructions:

While spending family time in areas of your home, look for hazards, identify how this hazard might harm you, and what you can do to stay safe. See the example below.

Kitchen	Hazard	Possible Harm	Safety Measure
ex. stove	hot surface	burns	use pot holders

Living Room	Hazard	Possible Harm	Safety Measure

Another Area of the Home	Hazard	Possible Harm	Safety Measure