

## Risk, Hazard and Mitigation Information

### for Inside Education Professional Development

Inside Education values safe programs above all else. We make every effort to ensure a safe environment for all program participants, staff and guests.

### **SAFETY MANDATE**

Inside Education values safe program delivery above all else. No Inside Education program will put any student, teacher, participant, staff member at risk of serious injury.

### **RISK MANAGEMENT**

The following risk management measures are in place for all Inside Education Programs

- Inside Education program staff have current first aid and carry first aid kits including a list of emergency contact numbers.
- Staff carry cell phones/radios and/or spot receivers to ensure a link EMS in the event of an emergency.
- Participants are asked to inform Inside Education staff, prior to the start program, of any safety concerns and special needs (*i.e. allergies, epi-pens, behaviour etc.*)
- Long distance travel is cancelled in the event of poor driving conditions and severe weather.
- Proper personal protective equipment is provided and safety protocol is adhered to when visiting industrial facilities
- Program signage is utilized where appropriate
- Inside Education program staff are trained in emergency procedures, and conduct annual emergency training drills
- Inside Education requires the bus to remain on-site and/or an emergency contingency vehicle is provided
- A safety orientation is done at the start of a program
- We use chartered buses and professional drivers on traveling programs and/or staff have their van operators and defensive driving certificates, clean drivers abstracts and;
- Check weather and road conditions prior to traveling
- Demonstrate proper use of equipment
- Inside Education reserves the right to modify or cancel a program without notice if, for any reason, site or travel conditions threaten the safety of participants.

## POTENTIAL HAZARDS AND RISKS

Participants should be aware that they may be exposed to the inherent risks that arise from being outside, visiting facilities during tours, and traveling during Inside Education Programs. The risks describe depend on the time of year, the sites visited, the abilities of the participant. Given the dynamic nature of our programs we cannot describe every risk that might be encountered however some of the more common hazards are listed below:

- **Natural Environment** (*ie: water bodies, wildlife, weather related hazards, natural events*)
- **Travel & Roads** (*ie: variable road conditions - including weather-related, gravel and other vehicles*)
- **Site/Facilities & Equipment** (*ie: Machinery, Chemicals and hazardous substances*)
- **Free Time** (*use of hotel facilities*)

## PARTICIPANT RESPONSIBILITIES

Inside Education does everything we can to ensure a safe program and you can help keep yourself and others safe too! We encourage you to:

- Set your own boundaries for participation, you are not required you to engage in any activity you are not comfortable with
- Have your own medical and travel insurance
- Talk to us about any special requirements and requests that can help ensure your safety
- Travel to and from the start and end location is your responsibility and we want you get there and back safely!

### Safe travel tips:

- Check the road report – **1-877-AMA-HWYS (1-877-262-4997)** <http://www.ama.ab.ca/road-reports> or Alberta 511 adjust your driving to the road conditions.
- Carry a cell phone.
- Carry an emergency kit including blankets, shovel, booster cables, snacks, and water.
- Carry a current map and stay on main roadways.
- Ensure someone knows your route; tell them when you plan to arrive and check-in when you get there.
- Ensure your vehicle is in good repair and has had a safety inspection.