

Safety

On-the-job safety is a vital part of all occupations and is a part of each program at Puget Sound Skills Center. All students are expected to know, understand, and follow shop safety rules, as well as to maintain an orderly and clean work area. Individual shop safety rules are posted and must be followed according to industry standards.

Safety violations are subject to district discipline, including possible dismissal from a program. The following safety regulation, adopted from industry standards found on the job is observed:

Eye Safety — if you are involved in a program of hazardous nature (per WISHA code), you must wear appropriate industry-quality eye protective devices as designated. The school will issue the first pair. You are responsible for the purchase of any additional pairs of safety glasses.

Telephone Use

Telephones are placed in the school for business purposes and emergencies only. Under no circumstance is a student to use school program telephones without the instructor's permission during class time. A payphone is available in the foyer for business and emergency use. The length of call should be no longer than 3 minutes. Students should not be using the phone during class time. Change/coins will **not** be available in the office.

Cell Phone Policy

Cell phones, pagers, and Blackberries are to be turned off and not visible during the time students are in class, labs, or working area.

- A verbal warning will be given at the first infraction
- A pink discipline form will be issued at the second infraction and a call made to the parent/guardian
- A green discipline form will be issued at the third infraction and the cell phone will be confiscated

As of July 1, 2008, you may NOT use a wireless communication device (cell phone or writing a text message) while driving a motor vehicle. Students may obtain a copy of the exemptions in the PSSC Main Office. The law applies to PSSC property. You cannot drive and talk on the cell phone or you will be cited by PSSC officials.

Instructors may make exceptions on a case by case basis and only when it is for instructional purposes and under their supervision. If a student has an emergency situation calls should be referred to the main office.

Tobacco Products

There is a total ban on the use of all tobacco products on the Puget Sound Skills Center campus and its vicinity (State Law Ch. 28A, RCW 120.310, Highline School Board policies 2170 and 3240 effective September 1, 1991). Violating this state law will result in disciplinary action. Students may not smoke or use chewing tobacco on the PSSC campus. Smoking is also prohibited outside the front gate or adjacent to the school property.