



SCHOOLS INSURANCE AUTHORITY

Attention: Risk Management, Maintenance & Operations, School Site Administrators

Safety Bulletin- Preventing Slips, Trips, and Falls November 2024

Injuries from slips, trips, and falls are some of the most common workers' compensation claims and cost SIA member districts millions of dollars every year. Many of these incidents result in permanent health problems. The good news is that the majority can be prevented.

- Stay focused on your route of travel and be aware of your surroundings.
- Use railings when climbing up or down stairs and ramps.
- Keep walkways and aisles clear of storage and other obstacles.
- Walk slowly on slippery or uneven surfaces.
- Wear non-slip, well-fitting, flat heel shoes, especially in wet and icy conditions.
- Keep your hands at your sides, not in your pockets, for balance.
- Fix or report any floor problems immediately such as loose or missing tiles, warped wood planks or turned-up rug edges.
- Carry loads you can see over.
- Clean up spills and leaks right away.
- Use ladders and stepladders when you need to climb. Do not use desks or chairs.
- Make sure the lighting is adequate. Report any non-working lights. Use a flashlight when the light is too dim.
- Keep drawers closed.
- Keep cords and other wires off walkways.
- Keep all four chair legs on the floor.
- Utilize carts, hand trucks, dollies or other devices that free your body to move and your eyes to see.
- Barricade and use signage in areas that are being cleaned or repaired.
- Use pathways intended for pedestrians – do not take short cuts.
- Take your time.

SIA created a short video to help school staff prevent slips, trips, and falls. This video is available to view and share on our [SIA YouTube channel](#).