



HEAT ILLNESS PREVENTION PLAN

PERRIS ELEMENTARY SCHOOL DISTRICT
HEAT ILLNESS PREVENTION PLAN

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INTRODUCTION

On August 22, 2005 the Office of Administrative Law approved the California Occupational Safety and Health Standards Board adoption of the California Code of Regulation Proposed State Standard, Title 8, Chapter 4, Section 3395. The new regulation was meant to significantly reduce the severity and frequency of occupational heat-related illness in all outdoor places of employment. The Office of Administrative Law formally adopted the revised, permanent regulation on July 28, 2006, making the regulation effective immediately. Since then, Cal/OSHA has implemented updated safety standards for employees working in outdoor heat effective in August of 2010 and April of 2015. This plan includes all the necessary updates.

SCOPE

The Heat Illness Prevention Plan and emergency regulations apply to any and all outdoor places of employment at the time when environmental risk factors for heat illness are present.

PURPOSE

The Perris Elementary School District has developed the Heat Illness Prevention Plan to control the risk of occurrence of heat illness and to comply with California Code of Regulations Proposed State Standard, Title 8, Chapter 4, Section 3395. The plan is designed to educate employees and their supervisors on the symptoms of heat illness, causes of these symptoms, ways to prevent heat illness, and what to do if they or a fellow employee experience the symptoms of heat illness. Employees that fall under this regulation could include, but are not limited to, maintenance, grounds workers, transportation workers, custodians, security personnel, physical education teachers, and playground supervisors.

POLICY

It is the policy of Perris Elementary School District that all employees and supervisors of those employees who perform job functions in areas where environmental risk factors for heat illness are present shall comply with the procedures set forth in this plan.

DEFINITIONS

The California Occupational Safety and Health Standards Board propose definitions of key terminology, as they relate to the Standard, as follows:

Acclimatization means the temporary, gradual adaptation of the body to work in the heat when a person is exposed to it. Usual acclimatization time while working in the heat for at least two hours per day ranges from four to fourteen days. Acclimation procedures include close observation of all employees during a heat wave – defined as at least 80 degrees. New employees must be closely observed for their first two weeks on the job.

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Emergency Response Procedures include effective communication, response to signs and symptoms of heat illness, and procedures for contacting emergency responders to help stricken employees.

Environmental Risk Factors for Heat Illness mean the working conditions that create the possibility for heat illness to occur. Risk factors include air temperature, air movement, relative humidity, workload, work severity, work duration, radiant heat, conductive heat, and personal protective equipment (PPE) worn by the employee.

Heat Illness means a serious medical illness, which results from the body's inability to cope with a heat load. Heat illnesses include cramps, heat exhaustion, heat stroke, and heat syncope (fainting).

High Heat Procedures are required five industries when temperatures reach 95 degrees or above. These procedures include observing and being in constant contact with employees, closely supervising new employees and reminding all workers to drink water. The high heat procedures shall ensure "effective" observation and monitoring, including a mandatory buddy system and regular communication with employees working by themselves. During high heat, employees must be provided with a minimum 10-minute cool down period every two hours. The industries specified under this modification are; agriculture, construction, landscaping, oil and gas extraction and transportation or delivery of agricultural products, construction material or other heavy materials.

Personal Risk Factors for Heat Illness includes factors such as an employee's age, level of acclimatization, health, water consumption, alcohol consumption, caffeine consumption, overall health, and use of prescription medications which may alter the body's ability to retain water or otherwise affect the body's physiological response to heat. The District shall not request any of the above personal information).

Preventative Recovery Period means a period of time for an employee to recover from a heat illness or sign of heat illness. The amount of time for a recovery period shall be no shorter than five minutes and shall be taken in a shaded area. Employees taking a preventative cool-down rest must be monitored for symptoms of heat illness, encouraged to remain in the shade and not ordered back to work until symptoms are gone. Employees with symptoms must be provided appropriate first aid or emergency response.

Shade means the blockage of direct sunlight. Sufficient blockage is when an object does not cast a shadow in the area of the blockage. Shade is not acceptable if heat in the shaded area prevents the body from cooling. Shade shall be open to the air or otherwise provided with ventilation and/or climate controlled. Access to shade shall be made available at all times.

Shade Requirements must be adequate to accommodate all employees on recovery or rest period, and those onsite taking meal periods when temperatures reach 80 degrees, and located as close as practicable to the areas where employees are working. When temperatures are below 80 degrees' employers shall provide timely access to shade upon an employer's request.

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RESPONSIBILITY

The ultimate responsibility for establishing and maintaining the policies of the Heat Illness Prevention Plan specific to the District facilities and operations rest with the Risk & Safety Manager. General policies, which govern the activities and responsibilities of the Heat Illness Prevention Plan are established under the Risk & Safety Managers final authority. It is the responsibility of the Risk & Safety Manager to develop procedures which ensure effective compliance with the Heat Illness Prevention Plan. Is the responsibility of the Risk & Safety Manager to identify all employees required to work outdoors where the environmental risk factors for heat illness are present.

Supervisors are responsible for the enforcement of this plan among the employees under their direction by carrying out the various duties outlined herein, setting acceptable safety policies and procedures for each employee to follow, and ensuring that employees receive the required Heat Illness Prevention training. Supervisors must also ensure the appropriate job specific safety training is received and that safety responsibilities are clearly outlined in the job descriptions, which govern the employees under their direction.

Supervising others also carries the responsibility for knowing how to safely accomplish the tasks assigned to each employee, for providing appropriate preventive controls (water, shade, PPE, etc..), and for evaluating employee's compliance with the plan. Supervision of new employees or new employees to the job site must take into account the importance of acclimatization. These employees must be closely monitored for the first 14 days. Acclimatization procedures include close observation of all employees during a heat wave – defined as at least 80 degrees.

Immediately responsibility for workplace heat illness prevention and safety rests with each individual employee. Employees are responsible for following the established work procedures and safety guidelines in their area, as well as those identified in this plan. Employees are also responsible for using their personal protective equipment issues to protect them from identified hazards, ensuring that they have adequate amounts of drinking water, access to shade, and for reporting any unsafe conditions to their supervisors.

COMPLIANCE AND PROCEDURES

PROVISIONS OF WATER

At the beginning of each shift, all employees who work outside when environmental factors for heat illness are present shall have sufficient quantities and immediate access to at least one (1) quart of potable drinking water per hour for the entire shift (at least two (2) gallons of potable water per person per eight-hour shift). Smaller quantities may be provided if the District has an effective procedure for replenishment that meets the quantity and time requirements.

Water must be fresh, pure, suitably cool and located as close as practicable to where employees are

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working, with exceptions made only when infeasibility can be demonstrated by the employer. The importance of frequent water drinking shall be conveyed and encouraged by the supervisor as described in the training section.

ACCESS TO SHADE

When temperatures do not exceed 80 degree Fahrenheit, provide shade or timely access to shade upon request. Access to shade shall be made available at all times to any employee experiencing heat illness, symptoms of heat illness, or believing a preventative recovery period is needed. Employees with symptoms must be provided appropriate first aid or emergency response.

The recovery preventative period shall be five (5) minutes. Employees taking a preventative cool down rest must be monitored for symptoms of heat illness, encouraged to remain in the shade, and not ordered back to work until symptoms are gone. Water shall be made available in the shade/preventative recovery period area.

When temperatures equal or exceed 80 degrees Fahrenheit or during a heat wave, adequate shade must be provided to accommodate all employees on recovery or rest periods, and those onsite taking meal periods.

IDENTIFYING, EVALUATING AND CONTROLLING ENVIRONMENTAL RISK FACTORS

To identify if risk factors are present, the District shall obtain temperature and humidity measurements for the work areas, either by Direct measurement or by weather forecasts that are adjusted to match worksite conditions.

To evaluate if an environmental risk factor is present, the District shall obtain the Heat Index, calculated by the National Weather Service, to rate the risk of heat illness depending on air temperature and humidity. The District shall assume there is a significant risk of heat illness when the Heat Index for an employee working in the sun is 80 degrees Fahrenheit or above, and 90 degrees Fahrenheit or above when working in the shade. If workers are wearing more than "light" clothing, the risk of heat illness shall be considered significant at a lower Heat Index.

To control or reduce the exposure to environmental risk factors, the District shall utilize the following control measures:

- Provide shade for work areas
- Schedule outdoor and/or vigorous work in the cooler hours of the day
- Schedule more breaks during the day – a 10-minute cool down period for every 2 hours of work
- Provide cooling devices

IDENTIFYING, EVALUATING AND CONTROLLING PERSONAL RISK FACTORS

The District shall train employees on the factors that can affect their vulnerability to heat illness. These

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factors include an employee's age, level of acclimatization, water consumption, alcohol consumption, caffeine consumption, overall health, and use of prescription medication that may alter the body's ability to retain water or otherwise affect its physiological response to heat. The District shall convey the importance of acclimatization, and shall take steps to aid employees in becoming acclimatized. An employer shall not request any of the above personal information from an employee.

REPORTING SYMPTOMS OR SIGNS OF HEAT ILLNESS TO THE DISTRICT

Employees exhibiting symptoms or signs of heat illness, or who observe a co-worker with signs or symptoms, shall report these symptoms to their supervisor and/or Risk & Safety Manager immediately.

RESPONDING TO SYMPTOMS OF POSSIBLE HEAT ILLNESS

It shall be the responsibility of the supervisor and Risk & Safety Manager to respond to all reports and/or observations of heat illness symptoms and signs.

CONTACTING EMERGENCY SERVICES

When a sick employee is unable to communicate, it shall be the responsibility of the supervisor and/or the Risk Manager to contact emergency services when required, and to provide accurate and precise directions to the employee's location. These individuals shall be immediately available to perform this function.

COMMUNICATION

The District shall account for the whereabouts of all employees and appropriate intervals during and at the end of the work shift by cell phone or in person communication. The procedures shall be followed whenever the outdoor work environment creates a heat hazard that could result in the collapse of an employee due to heat illness. Communication between the supervisor and their employees is of the utmost importance when environmental risk factors are present.

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TRAINING

Training shall be administered to all employees and their supervisors who fall under the scope of this plan. The District shall ensure the effectiveness of the training by one of the following methods:

- Conduct the training on a regular basis
- Make sure employees are using PPE, taking adequate breaks and utilizing all preventive measures

Supervisory and non-supervisory employees shall be trained on:

- Environmental and personal risk factors for heat illness
- District procedures for identifying, evaluating and controlling the exposure to environmental and personal risk factors for heat illness
- Importance of frequent consumption of small amounts of water when environmental factors are present
- Acclimatization and its importance
- Type of heat illness and their symptoms, signs and differences
- Procedures for immediately reporting the symptoms and signs of heat illness in themselves or in a co-worker to their supervisor
- Procedures for the District to respond to symptoms of heat illness, which shall include how emergency medical services will be provided, if necessary
- Procedures for contacting emergency medical services and transporting employees to a readily accessible location for emergency medical services to reach them
- Procedures on how to provide clear and precise directions to emergency medical services

Supervisors shall be trained on:

- All information included in the training requirements above
- Procedures a supervisor shall follow when implementing this plan
- Procedures a supervisor shall follow when an employee exhibits symptoms of a possible heat illness, which includes emergency response procedures

DOCUMENTATION

Documentation of all aspects of this Heat Illness Prevention Plan shall be managed in accordance with the District's Injury and Illness Prevention Plan

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HEAT ILLNESS SYMPTOMS, SIGNS AND TREATMENT

HEAT CRAMPS

- severe, sometimes disabling, cramps that typically begin suddenly in the hands, calves or feet
- hard, tense muscles

HEAT EXHAUSTION

- fatigue
- nausea
- headache
- excessive thirst
- muscle aches and cramps
- weakness
- confusion or anxiety
- drenching sweats, often accompanied by cold, clammy skin
- slowed or weakened heartbeat
- dizziness
- fainting
- agitation

HEAT STROKE

- nausea and vomiting
- headache
- dizziness or vertigo
- fatigue
- hot, flushed, dry skin
- rapid heart rate
- decreased sweating
- shortness of breath
- decreased urination
- blood in urine or stool
- increased body temperature (104 degrees to 106 degrees Fahrenheit)
- confusion, delirium, or loss of consciousness
- convulsions

TREATMENT

For mild symptoms or signs of heat illness provide first aid treatment immediately. Provide water or Gatorade, ice packs and a cool environment.

For severe symptoms or signs of heat illness seek immediately emergency services by dialing 911. Apply immediate first aid until the emergency services arrive.

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NOAA's National Weather Service

Heat Index

Temperature (°F)

		80	82	84	86	88	90	92	94	96	98	100	102	104	106	108	110	
Relative Humidity (%)	40	80	81	83	85	88	91	94	97	101	105	109	114	119	124	130	136	
	45	80	82	84	87	89	93	96	100	104	109	114	119	124	130	137		
	50	81	83	85	88	91	95	99	103	108	113	118	124	131	137			
	55	81	84	86	89	93	97	101	106	112	117	124	130	137				
	60	82	84	88	91	95	100	105	110	116	123	129	137					
	65	82	85	89	93	98	103	108	114	121	128	136						
	70	83	86	90	95	100	105	112	119	126	134							
	75	84	88	92	97	103	109	116	124	132								
	80	84	89	94	100	106	113	121	129									
	85	85	90	96	102	110	117	126	135									
90	86	91	98	105	113	122	131											
95	86	93	100	108	117	127												
100	87	95	103	112	121	132												

Likelihood of Heat Disorders with Prolonged Exposure or Strenuous Activity

- Caution
- Extreme Caution
- Danger
- Extreme Danger