SALEM•KEIZER PUBLIC SCHOOLS

ROBERT SILVA, Chief Operations Officer
Business and Support Services
2450 Lancaster Drive NE • PO Box 12024 • Salem, Oregon 97309-0024
503-399-3036 • Fax: 503-399-3407

Christy Perry, Superintendent

Salem-Keizer Public Schools Heat Illness Prevention Plan

Purpose and Scope

Heat illness is a serious medical condition resulting from the body's inability to cope with a particular heat load and can progress quickly from mild symptoms to a serious and life-threatening illness. A heat-induced illness can occur when the body undergoes stress from overheating.

The Oregon OSHA Heat Illness Prevention Standard (OAR 437-002-0156) requires employers to implement measures to prevent heat-related illnesses when the heat index equals or exceeds 80°F in all places of employment. Oregon OSHA (OR-OSHA) has determined that a workplace hazard exists whenever the heat index reaches 80°F and that a more serious hazard exists whenever the heat index exceeds 90°F.

Supervisors and their employees covered under this standard are responsible for understanding and complying with Salem-Keizer Public School's (SKPS) program and OR-OSHA regulations.

Responsibilities

This program complies with the requirements of applicable OR-OSHA standards.

Building administrators, managers, supervisors, and foreman are responsible for:

- Developing procedures on how the requirements of the standard will be met and ensure requirements are followed.
- Identifying employees who are required to work where potential heat illness could occur (such as outdoors or non-temperature-controlled environments).
- Assure that adequate water and shade are available when the environmental risk factors for heat illness are present.
- Ensure all affected employees have received proper training on heat illness prevention.

Affected employees are responsible for:

- Complying with the provisions of this program as described in this document and training received.
- Verifying they have drinking water available when the environmental risk factors for heat illness are present and report deficiencies to their supervisor.
- Verifying they have access to a shaded area to prevent or recover from heat-related symptoms and report to their supervisor any inadequate shade conditions.
- Reporting heat-related illness symptoms to their supervisor.

Definitions

Acclimatization - Temporary adaptation of the body to work in the heat that occurs gradually when a person is exposed to it. Acclimatization peaks in most people within seven to fourteen days of regular work for at least two hours per day in the heat. This time frame applies to fit individuals with no underlying medical conditions.

Drinking water - Potable water that is suitable to drink and that is cool (66 °F – 77 °F) or cold (35 °F – 65 °F).

Heat Index - The heat index, also known as the apparent temperature, is what the temperature feels like to the human body when relative humidity is combined with the air temperature.

Heat Illnesses - Medical conditions resulting from the body's inability to cope with a particular heat load, and includes heat cramps, heat exhaustion, heat syncope, and heat stroke.

Shade - Blockage of direct sunlight is shade. One indicator that blockage is sufficient is when objects do not cast a shadow in the area of blocked sunlight. Shade is not sufficient when heat in the area of shade defeats the purpose of shade, which is to allow the body to cool. For example, a car sitting in the sun does not provide acceptable shade to a person inside it, unless the car is running with working air conditioning. Shade may be provided by any natural or artificial means that does not expose employees to unsafe or unhealthy conditions, and that does not deter or discourage access or use.

Temperature - controlled environment – an indoor setting where the temperature is maintained with a mechanical cooling system.

Prevention

The following steps should be taken to prevent heat related illnesses:

- Acclimate yourself: It takes several days of being exposed to hot weather work to become accustomed to it. Begin with short durations of hot weather work and gradually increase your exposure time to allow your body to become accustomed.
- Schedule activities: Schedule vigorous outdoor activity for cooler times of the day, such as early morning, when possible. Work/rest schedules should be adjusted in correlation to increasing heat index.
- Wear lightweight clothing: Wear loose fitting, light-colored, and lightweight clothing that breathes.
- Protect yourself: Wear a hat to protect yourself from the sun when possible. Relocate working areas to the shade if possible.
- Hydrate yourself: Drink fresh water or other liquids every 15-20 minutes, even if you do not feel thirsty. Drink plenty of water before starting outdoor activities and drink water throughout the day.
- Monitor coworkers: Use a “buddy system” so that workers and supervisors can monitor each other.

Training

The Heat Illness Prevention training course in the Academy for Teaching and Learning (ATL) should be completed annually by all employees covered by the OR-OSHA Rule.

Program Components

The following elements of SKPS' program for heat illness prevention provide specific information for departments and supervisors complying with the program:

Monitor the Weather and Heat Index

Supervisors must monitor the Heat Index in advance and throughout the work shift to evaluate the risk level for heat illness. The following are available methods:

- OSHA-NIOSH Heat Safety Tool App
- National Weather Service Forecast
- Temperature and humidity forecasts can be compared to the NWS Heat Index
- Heat index calculator: https://www.wpc.ncep.noaa.gov/html/heatindex.shtml.

Provision of Water

Drinking water that is suitable to drink and cool must be accessible. Employees are encouraged to stay hydrated and drink water frequently.

Access to Shade

Supervisors must ensure adequate shade when the Heat Index reaches or exceeds 80°F. Adequate shade is readily available on campuses via nearby buildings and tree cover. Employees will be provided sufficient space to rest in a shaded area or a temperature-controlled environment, and heat-affected employees may cool off and recover when signs and symptoms of heat-related illnesses are recognized.

Acclimatization

Supervisors are required to acclimatize employees and allow time to adapt when the heat index rises suddenly and employee risks for heat illness increase. Acclimatization may also be required for new employees or employees working at heat indices to which they haven't been exposed for several weeks or longer.

Emergency Procedures

If an employee has symptoms of heat illness, first-aid procedures should be initiated without delay. Common early signs and symptoms of heat illness include headache, muscle cramps, and unusual fatigue. However, progression to more serious illness can be rapid, and can include loss of consciousness, seizures, mental confusion, unusual behavior, nausea or vomiting, hot dry skin, or unusually profuse sweating. Any employee exhibiting any of the above-mentioned symptoms requires immediate attention. Even the initial symptoms may indicate serious heat exposure. If serious heat illness is suspected, 911 emergency medical services should be contacted immediately and on-site first aid provided. No employee with symptoms of possible serious heat illness should be left unattended or sent home without medical assessment and authorization. Please notify Safety and Risk Management Services at (503)399-3070 if 911 is contacted.

High Heat Procedures

High heat procedures are additional preventative measures that will be taken when the ambient heat index exceeds 90°F. These procedures will be taken when engineering controls (such as fans or air conditioning) and administrative controls (such as scheduling work during the cooler part of the day) do not reduce an employee's exposure to a heat index of less than 90 °F. Procedures will include the following, to the extent practicable:

- Ensure effective communication between an employee and a supervisor is maintained so that an employee can report concerns.

- Ensure that employees are observed for alertness and signs and symptoms of heat illness and monitored to determine whether medical attention is necessary (i.e., regular communication, “buddy system,” etc.).
- Provide a cool-down rest period in the shade of 10 minutes for every two hours of work during heat index temperatures above 90 °F (and 15 minutes for every hour of work during heat index temperatures above 100 °F). The heat illness prevention rest break schedule is only required during the specified heat index and may be provided concurrently with any other meal or rest period required by policy, rule or law and may be revised per intensity of work. The requirement does not prohibit “rest” or “light” work-related activities conducted in a temperature-controlled environment, such as paperwork, at the discretion of the employee.
- Develop and implement an emergency medical plan.
- Develop and implement practices to gradually adapt employees to working in the heat.

Resources

Oregon OSHA Rules to Address Employee and Labor Housing Occupant Exposure to High Ambient Temperatures

Revision History

Date	Description
7/12/22	New procedure