

SAFETY GUIDELINES WHILE AT ARM

Safety of your work group and the families and children you are working for needs to be the number one priority. There are many situations in which you may injure yourself or others. Please review the guidelines listed below so that injury may be avoided.

Important

1. Every work crew **MUST** have a first aid kit with them at all times. You need to have medical release/insurance forms for each of your members in your vehicle as well. If your team forgets a first aid kit, let the ARM staff know.
2. Please alert the ARM staff of any existing medical conditions.
3. Have one adult from the work crew remain on the ground at all times.
4. Keep a copy of your work site's hospital map in each vehicle at all times.
5. Report all injuries (no matter how minor) to the team leader and to the ARM staff

Work Site Safety:

- Stay alert at the job site
- Handle tools only if trained to use them
- If you are unsure how to do something-ASK!
- ALWAYS use safety equipment (safety glasses, gloves, etc)
- Be aware of curious children at the work site
- Lift carefully to avoid back injury. Ask for help.
- ALWAYS have someone hold the ladder if it is in use

Day Camp Safety:

- Pay close attention to children using sharp objects (pencils, scissors, etc.)
- Make sure that all materials and toys are cleaned up and out of the way when not in use.
- Be aware of curious children and the day camp center
- Keep children from running inside?
- I'm making things up. . .what are some day camp safety rules?

Safety for all volunteers:

- Get plenty of sleep
- Wear sun block
- Drink plenty of fluids throughout the day (mostly water- NO carbonated drinks)
- Wear a hat
- Watch out for ants, wasps and bees (if you are allergic, please bring medication)

The Buddy System

Due to the excessive heat of the Alabama summer, we use a buddy system at the work sites to help prevent heat related problems. Throughout the day buddies need to check on each other and make sure they remember to drink fluids regularly and reapply sun block. The buddies will also watch each other for signs of heat related illnesses.

Your safety is our utmost concern. Failure to follow safety guidelines either from your adult counselor or from the ARM staff could result in serious injury. **If guidelines are broken after warnings, workers WILL BE taken off of the work site.**

It will be fun- just be safe!