**Chapter 2A: Job Safety Analysis, Safety Procedures, Safety Memos**

**Section 2A.1: Job Safety Analysis (JSA)**

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| --- | --- |
| **Job/position/work type:** Bus Diver | **Date Completed:** |
| **Assessment Team:** | Reviewed/revised: |
| **Tasks**(List **all** tasks/activities of the job/position) | **Hazards**(List **all** existing and potential health and safety hazards) | Severity | Probability | Risk | **Controls**(List the controls for each hazard:Elimination, Engineering, Administrative, Personal Protective Equipment) | **Comments** |
| **S x P = R** |
| Pre-Trip Inspection:* Open / close hood
* Check fluids
* Bleeding air lines
* Walk around
* Entering bus
 | Slips, trips, fallsPinch fingersShoulder strainBack strainGetting down on hands & knees |  |  |  | Wear appropriate footwear(identified in driver handbook)Hold hand rails when entering/ exiting busWear glovesFollow bus driver ergonomic and safe body mechanics | Requires orientation to:* Transportation Manual
* Bus driver self-assessment
* Bus driver safe body mechanics
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| Working alone | Potential harm, entrapment/ no assistance, medical emergency |  |  |  | Follow working alone process/communication plan |  |
| Pick up /drop off students (Route)* Driving
* Parking at school
* Leaving school
* Placing / removing “empty” sign at back of bus
* Students on bus
* Scents
 | Road / weather conditionsOther driversWatching students, foot trafficDistracted driving (student behavior, noise)Reaction to scents  |  |  |  | Practice defensive driving skillsCommunicate rules to ride the busBe aware of your surroundings at all timesProper clothing for winter weather | Transportation Manual -Student responsibilities (rules) |
| Fuelling the bus | Spilling fuel |  |  |  | Attention to task/monitor fuel  | Follow WHMIS 2015 education and training |
| Washing the bus | Slip, tripBack strainShoulder strain |  |  |  | Wear appropriate footwear(identified in driver handbook)Practice proper body mechanicsWear safety glassesRead Safety Data Sheet  | Follow WHMIS 2015 education and training  |
| Biological exposure (mouse droppings, insect bites, blood, body fluids) | Mouse droppings on busBlood & body spill (vomit, blood, urine) |  |  |  | Wear PPE (gloves, masks) as identified in safe work procedure. Clean rodent droppings up following safe work procedure for Hantavirus. Refer to Exposure Control Plan and Communicable Disease Handbook. |  |
| Rural driving | Passing/meeting farm equipmentWildlife |  |  |  | Practice defensive driving Aware of surroundings at all times |  |
| Handling hazardous products, chemical exposure (WHMIS 2015).-fuelling-checking fluids | Chemical burns, respiratory problems, infections, illness, serious condition, death. |  |  |  | WHMIS training/education and current SDS sheets for hazardous products. Wear PPE (gloves, masks) as identified in SDS/safe work procedure.  | Handling hazardous products, chemical exposure (WHMIS 2015). |

**Risk Matrix**