



## Appendix A: Weight Room/Fitness Safety

As the promotion of physical fitness programs for staff continues to grow, here are a few risk management tips related to the issue of allowing staff to use exercise and weight rooms on school premises:

1. All fitness equipment should be regularly inspected to ensure it is in good condition. Broken or defective equipment should be reported to a designated resource, such as the Physical Education teacher or the principal, or whoever has the responsibility for the equipment in the building.
2. Post any local rules related to specific types of equipment, or the use of the exercise area in general. Advise users that the equipment facility is unsupervised, if that is the case.
3. Recommend the “buddy system” in case someone is injured or experiences an emergency while working out.
4. Set defined hours when the facility is available for staff use.
5. Define who is permitted to use the facility – allowing children and extended family members of staff members to use your facilities increases the school board’s exposure to an injury.
6. If allowing the general public to use your facilities outside school hours, refer to your school board’s Community Use of Schools protocol.
7. Consider having staff participants sign properly worded waivers outlining the inherent risk and medical issues that they can be exposed to while using the equipment.