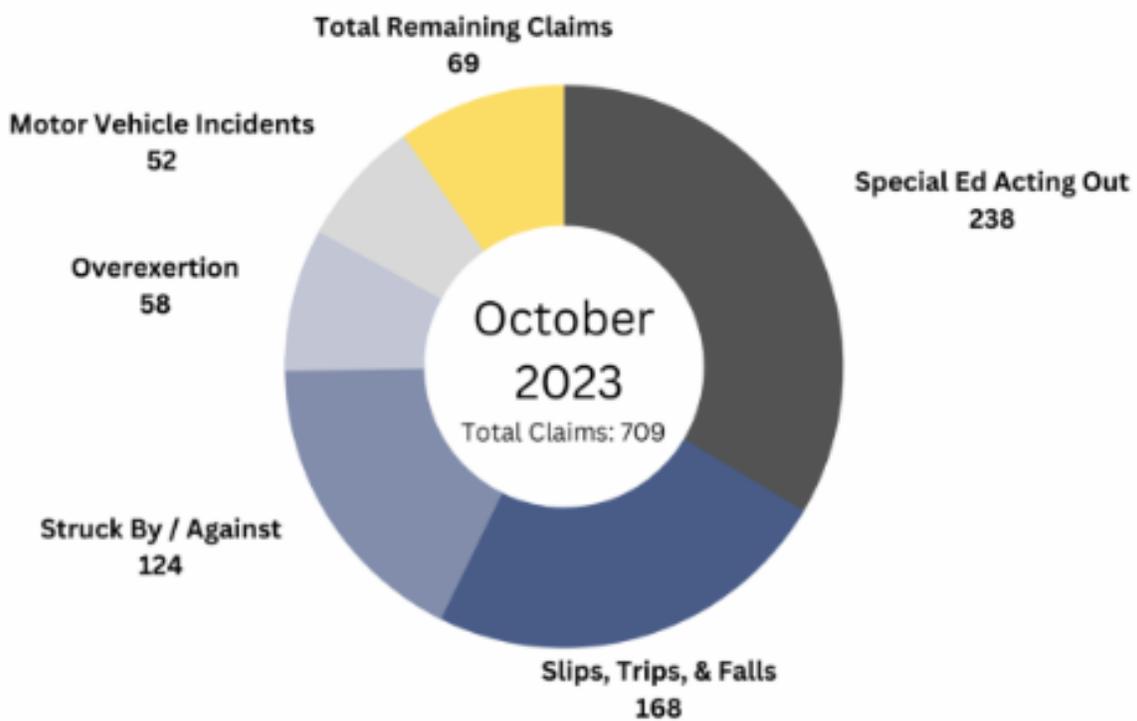




- 1. fayest & nomcelpcai
- 2. ritexvoenore

Answers can be found at the bottom of the newsletter.

## Top 5 Claims Reported



### November's Safety Net Focus: *Slips, Trips, & Falls*

**Slips, trips, and falls** are a very common work related injury. Examples include: slips on wet floors, trips from wearing inappropriate footwear, fall from improperly using desk or chair as step stools, and more.

Our partner, VectorSolutions, has a robust training platform with training solutions specific to slips, trips and falls. These trainings, along with VectorSolutions safety catalog of more than 300 NJ-required courses are available to NJSIG members as part of your membership. Real-time results are recorded and administrative reports are delivered to members to facilitate easy compliance. [Click here](#) for a full library of VectorSolutions trainings.

**Slips, trips, and falls training courses provided by VectorSolutions that are included with NJSIG membership:**

- Slips, Trips & Falls: *Complete Course - 27 mins*
- Slips, Trips & Falls: *Refresher Course - 17 mins*
- Slips, Trips & Falls: *Custodians, Maint. & Facilities - 20 mins*
- Slips, Trips & Falls: *Nutrition Services - 20 mins*
- Slips, Trips & Falls: *Support Staff - 26 mins*
- Slips, Trips & Falls: *Teachers & Administration - 26 mins*

If interested in registering for these trainings with VectorSolutions, please email [support.education@vectorsolutions.com](mailto:support.education@vectorsolutions.com) or call 800-434-0154.

**Upcoming National Safety Council (NSC) Live Webinars  
Focus: Slips, Trips, and Falls**

*\*At no cost for NSC members*



**Slips, Trips, and Falls Roundtable Series:  
Winter Weather**

45—60 minutes

Wednesday, Nov 15, 2023 — 3:00 PM

[Sign up for online training](#)

**Slips, Trips, and Falls Roundtable Series:  
Ladder Safety**

45—60 minutes

Wednesday Dec 13, 2023 — 3:00 PM

[Sign up for online training](#)



**The Importance of a Safety Committee**

NJSIG recommends that every school district have a **safety committee**. A safety committee is a group of school district employees who meet periodically to identify and recommend solutions on safety concerns throughout the district.

# The Importance of a Safety Committee

NJSIG recommends that every school district have a **safety committee**. A safety committee is a group of school district employees who meet periodically to identify and recommend solutions on safety concerns throughout the district.

## The benefits of having a safety committee:

- Develop and promote a healthy and safe environment for all employees
- Encourages communication about safety
- May lower your NJSIG contributions

## Functions of a safety committee:

- Increase the awareness of safety at the district
- Identify/eliminate workplace safety hazards
- Reduce/manage the amount of workplace injuries
- Discuss accidents / potential issues in an open forum
- Recommend corrective actions to prevent recurrences

## Forming a committee:

- Appoint a “strong” leader
- If districts have multiple buildings, have representation from each
- Diverse membership:
  - Business administrator
  - Buildings and grounds
  - School nurse
  - Resource officer
  - District risk manager
  - School safety specialist
  - Think of including: bus drivers, lunch room aides, custodian/maintenance
  - Include your broker and your NJSIG Member Services Representative

To read more about Safety Committee Meetings [Click Here](#)

To view a sample safety committee meeting agenda [Click Here](#)

If your district is interested in creating a Safety Committee, or improving an existing one, please reach out to your NJSIG Member Services Representative:

- Ivy Davis: [idavis@njsig.org](mailto:idavis@njsig.org) | x3029
- Joe Semptimphelter: [jsemptimphelter@njsig.org](mailto:jsemptimphelter@njsig.org) | x3044



# REPORT A WORKERS' COMPENSATION CLAIM

NJSIG offers **three** easy ways to file a workers' compensation incident report.

## Business Hours:

8:00 AM - 5:00 PM  
Monday - Friday

*After standard business hours:  
Please leave a message about your injury and you will be contacted within one (1) business day by an intake representative.*



## 1 CALL 609-543-3377

NJSIG intake representatives are available during standard business hours. The injured employee will be directed to treatment.

English & Spanish team members available.

## 2 REPORT ONLINE

Complete First Report of Injury (FROI) by visiting:  
[www.njsig.org/froi](http://www.njsig.org/froi)

If you indicated a need for treatment on the FROI form, you will be contacted by a workers' compensation specialist in 24 to 48 business hours.

## 3 DOWNLOAD & SEND

Download FROI in English or Spanish by visiting:  
[www.njsig.org/reporting-claims#workerscomp](http://www.njsig.org/reporting-claims#workerscomp)

Email fully completed FROI forms to: [froi@njsig.org](mailto:froi@njsig.org) or fax 609-386-2188.

[Click here to download "3 Ways to Report a WC Claim" flyer](#)

---

Word Scramble Answers:

1. safety & compliance
2. overexertion

---

New Jersey Schools Insurance Group | [www.njsig.org](http://www.njsig.org)

New Jersey Schools Insurance Group | 6000 Midlantic Dr, Suite 300 North  
Mount Laurel, NJ 08054