

Procedure Title	Vending Machine Safety		
Date of Issue	June 6, 2001	Related Policy	
Revision Dates	January 6, 2016	Related Forms	
Review Date	January 1, 2021	Originator	Administrative Council
References			
OSBIE December 2000, Volume 12 Number 4 Newsletter "Vending Machine Safety"; Ministry of Education B-Memo 2001:B15 "Vending Machine Hazards"			

Procedure:

1.0 RATIONALE

- 1.1 The Ontario School Board Insurance Exchange Newsletter (December 2000, Volume 12 Number 4) entitled "Vending Machine Safety" and related Ministry of Education B-Memo 2001:B15 "Vending Machine Hazards" provides school boards with information to minimize the risks of using vending machines in schools.
- 1.2 Bluewater District School Board is aware of the potential for injury resulting from tipping or rocking of any vending machine and has implemented the following procedure to reduce the risk.
- 1.3 Bluewater District School Board acknowledges that there is no substitution for risk awareness and appropriate supervision.

2.0 PROCEDURE

- 2.1 Prior to ordering a new or replacement vending machine Plant Operations must be contacted to ensure that the facility can safely accommodate the vending machine.
- 2.2 All vending machines must be installed on a flat, level, solid surface in a well-lit, high-traffic area.
- 2.3 All vending machines shall be anchored to the floor, wall or other solid building fixture. If there are several machines in one area, each machine should be securely attached to the other.