

Procedure Title	Head Protection in Sports – Workers and Volunteers		
Date of Issue	February 14, 2018	Related Policy	BP 3801-D
Revision Dates		Related Forms	
Review Date		Originator	Administrative Council
References			
Occupational Health and Safety Act; Ontario Physical Education Association (OPHEA); Ontario School Board's Insurance Exchange (OSBIE)			

1.0 PURPOSE

- 1.1 This procedure outlines the use of head protection by staff and volunteers when involved in board-approved sporting activities.
- 1.2 The Ontario Physical Education Association (OPHEA) guidelines and the Ontario School Board's Insurance Exchange (OSBIE), along with this procedure, are to be referenced when organizing sporting activities.

2.0 DEFINITIONS

Head Protection

A properly fitted, approved helmet, made specifically for the intended sporting activity.

The Province of Ontario recognizes the following certification agencies: Canadian Standards Association (CSA) Snell American National Standard Institute (ANSI), American Society for Testing and Materials (ASTMF), British Standards Institute (BS), Standards Association of Australia (AS), United States Consumer Product Safety Commission (CPSC), National Operating Committee on Standards for Athletic Equipment (NOCSE).

Helmets are designed to mitigate the likelihood of head injuries from an impact to the head by dissipating and distributing the energy of impact and protecting the head from penetration.

3.0 ROLES AND RESPONSIBILITIES

- 3.1 Bluewater District School Board shall ensure that:
 - i. Principals and supervisors are aware of the requirements of this procedure.
 - ii. Principals and supervisors enforce the requirements within this procedure.
 - iii. Principals and supervisors refer to the OPHEA guidelines prior to organizing and undertaking an activity.
- 3.2 The Principal/Supervisor shall ensure that:
 - i. Workers and volunteers participating in board-approved sporting activities are wearing appropriate head protection when required by the procedure.
 - ii. The head protection meets the applicable certification requirements for the sporting activity.
 - iii. The OPHEA guidelines are referred to when organizing an activity.

- 3.3 Workers and volunteers shall:
- i. Wear the appropriate head protection, as required by this procedure when involved in a sporting activity.

4.0 PROCEDURES

NOTE: As soon as a worker or volunteer steps onto the skating ice surface, head protection is required.

- 4.1 Head protection requirements, and associated certification requirements, for workers and volunteers participating in board-approved sporting activities are outlined below:

Head Protection Requirements for Workers and Volunteers Participating in Sporting Activities		
Sport Activity	Helmet Type	Certification Required
Skiing/Snowboarding	Ski or Snowboard Helmet	CEN 1077, ASTM F-2040, Snell RS-98, CSA Z263.1
Hockey	Hockey helmet	CSA (with compatible CSA-approved face mask, visor or shield)
Skating	Hockey helmet	CSA
Bicycling (road, cross country, downhill)	Bicycle helmet	Snell B90, Snell B95, Snell B90S, or Snell N94; ANSI Z90.4-1984 ASTMF1447-94; BS6863:1989; AS2063.2-1990; CPSC 16 CFR Part 1203
Football	Football Helmet	NOCSAE
Baseball/Softball/T-ball	Batter's or Catcher's Helmet, as appropriate	NOCSAE

- 4.2 For sports not identified in the procedure, the principal/supervisor shall reference the OPHEA guidelines, assess the risk for head injury, and direct the workers/volunteers accordingly.
- 4.3 Workers and volunteers must inspect their helmet for defects prior to wearing the helmet and participating in a sporting activity.
- 4.4 Helmets must bear the manufacturer's identification, model identification, and applicable certification mark as identified in section 4.1.
- 4.5 At no time shall a worker or volunteer participate in a sporting activity that requires head protection without the appropriate head protection.