



450 Veterans Drive
 Burlington, New Jersey 08018
 Phone (609) 386-6000
 Fax (609) 386-8877
www.njsbaig.org

net

New Jersey School Boards Association Insurance Group

Safe Winter Driving

There's nothing more beautiful than a blanket of new-fallen snow. Unless, of course, you're driving in it. Winter snow and ice pose special problems for even the most experienced driver. Take a few moments to learn these basic rules of winter driving safety. When you're prepared for winter driving emergencies, you'll be able to enjoy the beauty of nature.

Winterize Your Car

When the winter turns frosty, prepare your car for the season - get a complete tune-up. Ask your mechanic to test the brakes, the battery, and the exhaust system; to check fluid levels; to add antifreeze; and to switch your oil to a winter weight. Install snow tires on rear drive wheels, and be sure to carry emergency tools and warning devices in your trunk; sand, salt, a shovel, snow chains, a snow-scraper/brush, booster cables, blankets, a flashlight and road flares or a portable warning light.

Some General Guidelines

Whenever driving conditions are less than ideal, it pays to be cautious. Drive slowly, test your brakes frequently, and never tailgate. Remember that the brake pedal of cars with antilock braking systems should not be pumped. Just maintain even pressure on the brake pedal of a car with ABS. Make sure that the windshield

and the rear window are clear and that wipers and defrosters are in good working condition. Use low gears when traveling on slick surfaces (especially hills) to give added traction. Listen to weather forecasts and, if weather and visibility are hazardous, stay home!



What To Do If You Skid

The primary problem faced by winter drivers is skidding on slick roads. If your vehicle should skid, take your foot off the accelerator and gently turn the steering wheel in the direction that you want the front wheels to go. Turn with steady

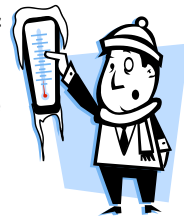
rather than jerky motions. If you're still unable to regain control, try steering into a snow bank to help you stop.

What To Do If You're Stuck

An equally common problem is getting stuck in the snow. Your wheels spin but your car goes nowhere. This is when emergency equipment is most important. Don't continue to spin your wheels; you'll only wind up in a deeper rut. Instead, pour sand, salt or gravel around the drive wheels to give them something to grab onto and improve traction. You can also shovel snow away from the wheels and out from under the car to clear a pathway.*

Frostbite Facts ❄️

Has Jack Frost been nipping at your nose? If so, you should be aware of the dangers associated with cold weather. The most commonly encountered danger is frostbite. This condition can affect you at home and in the workplace.



Simply stated, frostbite occurs when tissue freezes and sometimes dies. Symptoms include pain followed by numbness and paleness, and eventual bluish color and blisters. Any part of the body may be affected, although hands, feet, nose and ears are the most vulnerable.

Prevention

The best line of defense is to stay out of the cold. If that's not an option, try these precautions:

- ❄️ Frequently examine your body for signs of frostbite;
- ❄️ Wear the proper clothing and equipment;
- ❄️ Exercise and eat nutritious foods;
- ❄️ Drink enough water for adequate blood circulation;
- ❄️ Get plenty of rest for less vulnerability to cold;
- ❄️ Avoid smoking or chewing tobacco;
- ❄️ Stay dry; and
- ❄️ Avoid touching metal objects with bare or wet hands (hand may quickly freeze to the object).

Treatment

If frostbite does occur, here's what you can do:

- ❄️ Get out of the cold;
- ❄️ Rewarm affected parts in stirred water just above normal body temperature (100 – 105 degrees F);
- ❄️ Move thawed area as little as possible;
- ❄️ Don't rub or massage the affected area;
- ❄️ Don't disturb blisters;
- ❄️ Don't smoke or drink alcohol during recovery; and
- ❄️ Seek medical attention if frostbite is severe. ❄️

Six Exercise Tips for Cold Weather

When temperatures drop, it's tempting to curl up on the couch till spring. Don't. Instead, follow these tips from Michael Wollpert, triathlete and fitness instructor at Equinox in Chicago, and you may even enjoy exercising outdoors this winter.

- Y **Layer it on.** "Wear a base layer of wool or synthetic fabric to wick moisture. Then add a fleece for warmth and a shell to protect against the elements."
- Y **But don't overdress.** "Over-heating can cause you to sweat too much and actually make you colder. Your fleece or shell should have zippers to vent out hot air."
- Y **Cover bare skin.** "Protect all exposed skin whenever the temperature is below freezing."
- Y **Take time to warm up.** "Pulled muscles are common in cold weather. Do a light warm-up, then stretch before moving on. Never stretch cold muscles."
- Y **Take a break.** "Plan out spots where you can stop and get a break from the cold."
- Y **Pretend it's summer.** "Hydrate as if it were hot outside. And don't forget the sunblock." ❄️

*Parade Magazine
December 5, 2010
Emily Listfield*

Identify Your USB Cables and Transformers

Do you have USB cables that have different ends? They all have the same end that plugs into your computer, but the other end is different. Oh, what does it plug into? Solve the problem. Tag the USB cable and write on it which device it is used for and its make and the model.



Secondly, do you have a bunch of Class II transformers – the kind with a square box that plugs into a wall outlet and the small cord leading from it plugs into something? To solve this problem, tag it or put a label on the transformer with the device and model it powers.

Remember using the wrong power supply can ruin the charger, cell phone, scanner or other device. Don't take a chance. Spend a few minutes to tag or label USB cables and Class II transformers. ❄

*By Dave Engebretson
NJSBAIG Loss Control Representative*

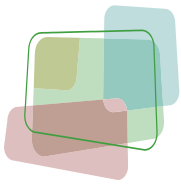
WetIP
For a Safer America!
ANONYMOUS
1-800-78-CRIME

1-800-782-7463

www.wetip.com

**No one knows who made the
call, not us, not ever!**





New Jersey School Boards Association Insurance Group

TRAIN THE TRAINER 2011 SCHEDULE

Hazard Communication Training

February 25, 2011

8:00 a.m. to noon

Location: Burlington County Special Services
Westampton Campus, Media Center
20 Pioneer Boulevard, Mt. Holly, NJ 08060

March 4, 2011

9:00 a.m. to noon

Location: Woodbridge School District, Port Reading School
77 Turner Street, Woodbridge, NJ 07064

April 15, 2011

8:00 a.m. to noon

Location: Cape May County Technical School District
188 Crest Haven Road, Room 142, Cape May Court House, NJ 08210

HazCom (formerly Right to Know) is required training for staff. Each district should have a designated HazCom trainer. By attending this class your employee will become immanently qualified to teach other employees in the district about hazardous chemicals in the workplace.

Claims Coordinator Training

March 11, 2011

8:00 a.m. to noon

Location: Black Horse Pike Regional Board of Education
Timber Creek High School, 501 Jarvis Road, Erial, NJ 08081

April 8, 2011

9:00 a.m. to noon

Location: Woodbridge School District, Port Reading School
77 Turner Street, Woodbridge, NJ 07064

This class will provide a step by step instruction on how to properly handle a workers' compensation claim from its inception to its conclusion. Discussion topics will include proper claim reporting, accident investigation, employee follow-up, the duties of the claim coordinator, claimant, doctor, managed care company and insurance claim adjuster.

Employment Practices Training

March 11, 2011

9:00 a.m. to noon

Location: Ocean Township Board of Education
163 Monmouth Road, Oakhurst, NJ 07755

School districts face many kinds of personal injury claims including sexual harassment, discrimination, affirmative action, retaliation, etc. This class will discuss the laws and provide training materials to assist administrators in educating their staff to prevent these claims. **THIS CLASS IS FOR ADMINISTRATORS ONLY.**

Reservations: Please contact Sue Williams at 609-386-6060 extension 3005 or via email at swilliams@njsbaig.org

Cost per person: NJSBAIG Member District: \$20.00** Non-Member District: \$30.00

Please make checks payable to New Jersey School Boards Association Insurance Group (NJSBAIG).

**Districts who are currently insured through the *New Jersey School Boards Association Insurance Group at 450 Veterans Drive, Burlington, NJ 08016*



NJSBAIG, 450 Veterans Drive, Burlington, NJ 08016